



## COVID-19 RESOURCES FOR CULTURAL HERITAGE ORGANIZATIONS

A pandemic is not the kind of disaster that comes to mind when talking about museums, archives, and similar cultural heritage institutions, but the widespread “Stay at Home” orders have implications for collections care. Here are some resources with advice on how to make sure your collections stay protected while you’re practicing safe social distancing from them (and their users!).



[#covidcollectionscare](#) on Twitter

A hashtag started by the National Endowment for the Humanities used “for resources and information regarding what cultural heritage practitioners can do to mitigate and secure collections during pandemic for all aspects of collection care.”



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[How to Sanitize Collections in a Pandemic: Conservators weigh in on the mysteries of materials handling during COVID-19](#)

By Lara Ewen | March 27, 2020 | American Libraries Magazine blog  
“Time is the best disinfectant”

[More on this topic from ALA/ALCTS](#)

[More on this topic from NEDCC](#)



Would you rather watch and listen than read?  
Then check out this April 2 webinar from FAIC on  
[Collections Care in the Age of COVID-19.](#)

## **There's no time like the present to create your Pandemic Plan!**

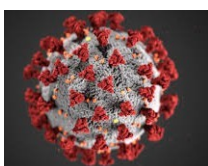
All of our people and our institutions have been affected by the COVID-19 "Stay at Home" restrictions. You may have lain awake more than once thinking about how things could have been done differently. Well, write those thoughts down now, so you'll be prepared next time! Here are some things to consider including in your pandemic plan, from the [American Library Association's Pandemic Preparedness Page](#). (The page also includes statements from libraries in response to COVID-19, and links to federal, state, and local resources.)

### **Topics to include in an individual library policy**

Below are some topics to include in an individual library policy on illness and/or pandemic prevention and preparedness - after ensuring (if necessary) that they are consistent with the policies of the library's governing body:



- Criteria for closing the library
- Employee policies for sick leave, payroll and banking/financial issues, working from home
- Mandated documentation of procedures or cross training so others can take over for sick employees.
- Policies for social distancing -- that is, removing a number of chairs so people aren't sitting close to each other, or limiting the number of people who can come in at any one time, or taking out coat racks, and similar things that keep people and their belongings separate from each other.
- Criteria for suspending story times and other library programs.
- Provision of masks and gloves along with the training of staff in their removal and disposal.
- Standards for the cleaning of bathrooms, railings and door knobs, telephones, keyboards, counters, and cleaning of workstations/offices of employees who go home sick, emptying of wastebaskets, etc.
- Setting a schedule for seeing to the critical needs of the facility if the library is closed for an extended time (boiler and building checks by custodians, book drop, payroll and banking considerations).
- Communications plan for reaching staff and for communicating with the public
- Means for continuing to provide information services for the public, such as digital reference, online materials access and expansion of other online resources
- Accommodation of the needs of people in the community who rely on library resources
- Education of the public in advance of an epidemic



You can create a [pocket emergency guide](#) with critical phone numbers and first steps using this template from the [Council of State Archivists PReP site](#).

## Work from Home Ideas

Okay—so your collections are safely quarantined, and you’ve started on your pandemic plan and emergency pocket guide. What else can you do while you’re stuck safe at home? Here are some ideas from the Duke University Libraries “Preservation Underground” blog.

### Professional Development

- [AIC Connecting to Collections webinars](#)
- [AIC self-study courses for Heritage Responders](#)
- [NEDCC Preservation 101 online self-study](#)
- [“Gender Equity in the Conservation Field”](#)
- [Image Permanence Institute webinars](#)

### Departmental service

- Market/vendor research
- Technical research
- Review/update documentation
- Review/update shared workflows (collaborate with other units)
- Draft blog posts
- Clean out/organize your email and shared drive files
- [Create futons](#)
- Update your contact info in the disaster plan
- Cross training with other departments



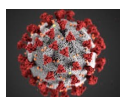
[See the Complete List](#)

### Professional service

- Prepare presentations or work on research papers/posters
- [Book and Paper Group wiki](#) contributions ([Wiki main page](#))
- Add entries of storage solutions to [Stash-C](#)
- Contribute to Linked Data projects
- [Host a virtual “unconference”](#) for a focused but informal online discussion on a certain topic.

### *Want even more?*

Check out this [list from the BPG Executive Council](#)  
(Click on the tabs on the bottom of the spreadsheet to see related topics.)



And finally, here’s [an easy-to-navigate, comprehensive list](#) of COVID-19 resources from the Smithsonian’s Heritage Emergency National Task Force

## Workshops Recap

### **Preservation of Photographs**

*September 13, 2019, Sandhills Community College.*

Stephen Fletcher, Photographic Archivist for UNC Chapel Hill's North Carolina Collection, introduced the seventeen workshop participants to a variety of types of photographs:



daguerreotypes, ambrotypes, tintypes, hand-colored silver gelatin prints, contemporary color, and digital photographs.

The group discussed preservation methods and materials for proper handling, exhibition, and storage, and then were able to apply their newfound knowledge to photographs from their collections to generate additional questions and discussion.

*(Photographs courtesy of Chance Hellman)*

### **Digital Preservation Peer Assessment**

*October 4, 2019, Durham County East Regional Library*

Annie Peterson, program leader at LYRASIS, used the newly developed Digital Preservation Peer Assessment Framework to help participants understand the challenges of digital preservation, the ways that assessment can make those challenges more manageable, the steps of digital preservation assessment, and the tools to perform a basic peer assessment.

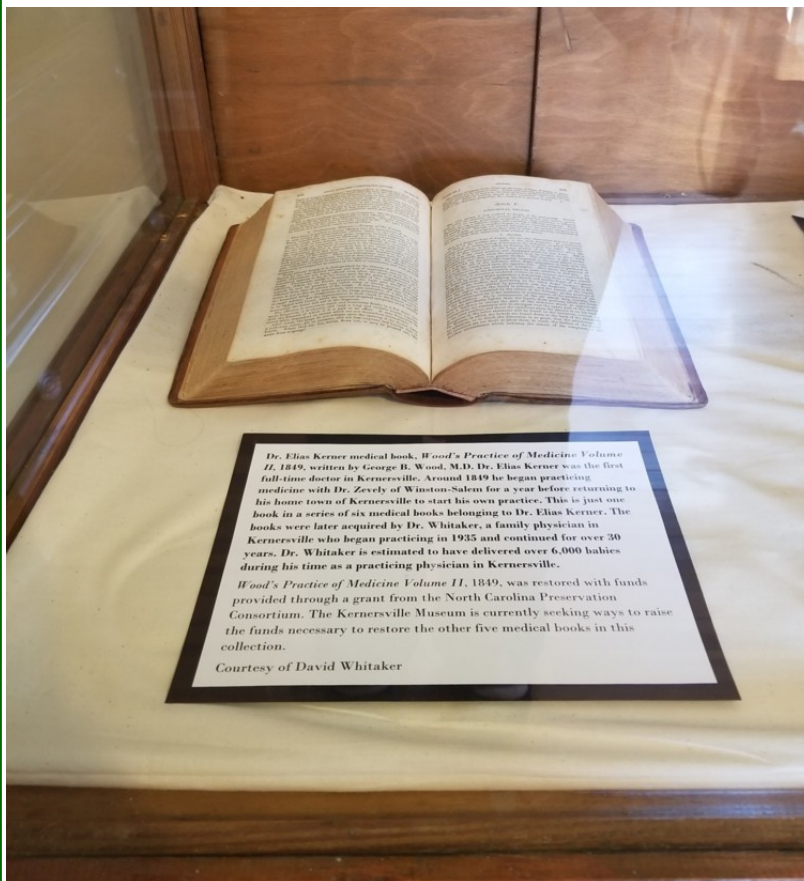
**Disaster Recovery Workshop – April 20th at Duke Homestead CANCELED**



## NCPC Preservation Grant Report

*The Kernersville Museum, established in 2013, is dedicated to preserving the history of the Piedmont town near Winston-Salem. The museum received an NCPC Preservation grant to restore **Wood's Practice of Surgery, Volume 2, 1849**, a medical book that once belonged to Dr. Elias Kerner, the first full time doctor in Kernersville. The following is adapted and excerpted from the final report submitted to NCPC by the museum.*

The proposal for the project included restoring and displaying the medical books in the permanent exhibit, both of which were achieved with the help of this grant. The volume restoration was overseen by Matt Johnson, the Senior Conservator and Director of Client Development for the HF Group ECS Conservation. *Wood's Practice of Surgery, Volume 2* is now on display in our permanent exhibit, where it will be available for public viewing.



Included with the display of the medical book is a brief history on Dr. Elias Kerner and his contributions to the town of Kernersville, as well as a full acknowledgement of the North Carolina Preservation Consortium's generous financial contribution to help restore the volume. The book is being displayed along with an exhibit of medicine that was taken from Pinnix Drug Store in Kernersville, a prominent location in town that opened in 1904. Having the book displayed alongside the collection from Pinnix Drug Store gives museum guests a glimpse into what medicine and medical practices were like in the late 19th and early 20th centuries.

One of the biggest lessons we learned was just how much goes into the preservation and restoration of any historic book. Matt Johnson kept us informed during the entire process and it was very educational for us. We were also able to learn a great deal about Dr. Elias Kerner during our research period in order to create a comprehensive and educational display. We cannot express our gratitude enough to The North Carolina Preservation Consortium for providing the funds to help us make this new display possible.

## Support Your NCPC!



Your membership dues support NCPC conferences, workshops, scholarships, and other programs that enable individuals and cultural institutions to preserve North Carolina heritage and culture. But your dues only cover part of the expenses. NCPC is a registered 501c3 organization, so your donations are tax deductible. **When you're completing your membership renewal form, consider adding an additional donation to enhance your contribution!** (Or [donate online right here, right now!](#))

## Support NCPC With a Smile

In November 2015 NCPC received its first AmazonSmile disbursement. Thanks to all of you who support us through this program. AmazonSmile makes it easy to support NCPC by shopping online. When you order items via AmazonSmile, the



AmazonSmile Foundation will donate 0.5% of the purchase price to NCPC. By selecting NCPC as your

designated charity, your purchases give back to NCPC at **no additional cost to you**. When you start your shopping with AmazonSmile you automatically support NCPC.

**ncpc** | North Carolina Preservation Consortium  
Preserving collections in libraries, museums, archives, and historic sites

NC Preserves is published quarterly in January, April, July and October. If you would like to submit preservation news from your organization, please send content to the [Editor](#). Text should be in a Microsoft Word document. Images should be jpeg with a printable quality of 250dpi or more. Please include a caption and photo credit. Submission does not guarantee publication. Submissions may be edited for length/content at the discretion of the editor. **Submissions for the July 2020 issue should be sent to the editor by June 15, 2019.**

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