

Virtual Preservation Roadshow

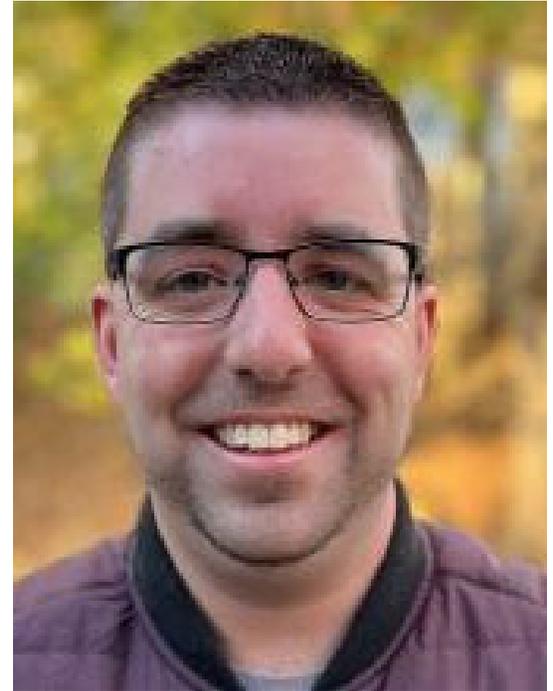
Live Showcase and Q&A

January 2023

THE BRUE FAMILY LEARNING CENTER



American Ancestors[®]
by NEW ENGLAND HISTORIC GENEALOGICAL SOCIETY





Schedule

Agenda

Welcome and Introductions, Ginevra Morse

Section 1: Paper Documents

Section 2: Bound volumes

Section 3: Photography

General Q&A with our Experts

Search

Events

Membership

Give

Publications

Expert Help

Tools

Signature Projects

Centers & Initiatives

Virtual Preservation Roadshow: Documents, Bound Volumes & Photographs 2023

Welcome—**Thank you for registering for our Virtual Preservation Roadshow!**

Is your closet full of boxes of old family photographs? Is your basement bursting with letters, diaries, and other documents from your family history research? Do you have scrapbooks that you want to make sure are around for generations to come? Chances are you have a stack of family papers and photo albums tucked away that you don't know what to do with. This virtual preservation roadshow will teach you best practices for surveying, handling, and storing family materials and provide you with expert advice on how to care for items in your collection.

Come back to these resources time and again as you organize and preserve your at-home archives! You will have access to this webpage for the foreseeable future and, when logged in to AmericanAncestors.org, can find the link under "My Account">"Profile">"Digital Content"

Special Offers

For Virtual Preservation Roadshow participants only! — Save \$10 on an order of \$30 or more at our **online bookstore**. Just enter **Preservation12023** as your promo code at the time of online checkout. Offer valid until January 31, 2023. **Start browsing today!**

AmericanAncestors.org/virtual-preservation-roadshow-documents-bound-volumes-photographs-2023

Preservation

- Preservation seeks to protect objects using activities that minimize deterioration and that prevent loss.
- Conservation is a part of preservation
- Conservation does not mean returning your object to some previous “ideal state”

Gloves and Hand Washing

- Clean hands are often better than the use of gloves
- **Use soap and water** – Alcohol based disinfectants only kill germs, they do not clean hands
- Use gloves with photographs, A/V formats and metals to protect from trace oils in the skin



Paper Documents

Letter from 1865

WV

Salt Lake City,
July 15th 1865

Dear Wife

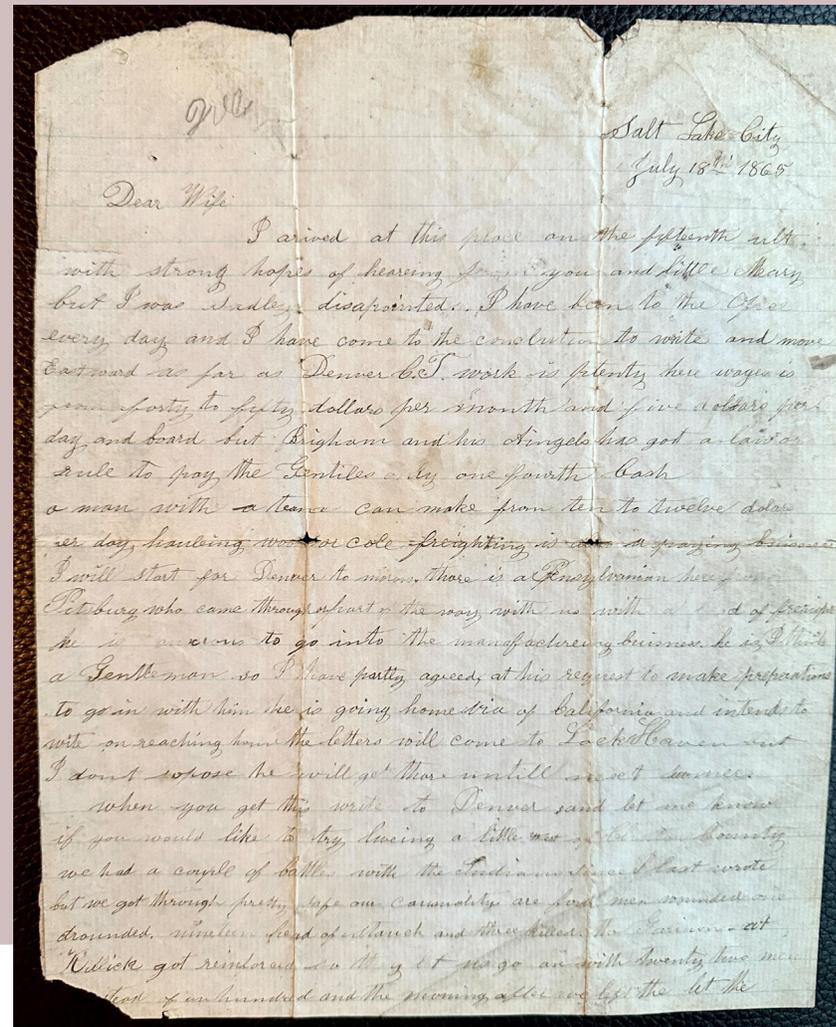
I arrived at this place on the fifteenth ult. with strong hopes of hearing from you and little Mary, but I was sadly disappointed. I have been to the Office every day and I have come to the conclusion to write and mail Eastward as far as Denver C.T. work as fitly, there wages is from forty to fifty dollars per month and five dollars per day and board but Brigham and his stingers has got a law as a rule to pay the Gentiles only one fourth Cash a man with a team can make from ten to twelve dollars per day, hauling wood or coal - freighting is a paying business I will start for Denver to morrow, there is a Englishman here from Petiburg who came through a part of the way, with a load of freight he is anxious to go into the manufacturing business he is I think a Gentleman so I have partly agreed, at his request to make preparation to go in with him he is going home to California and intends to visit on reaching home the letters will come to Lock Haven and I don't expect he will get them until next summer.

When you get this write to Denver and let me know if you would like to try living a little more of the same society we had a couple of battles with the Indians and we lost quite a lot but we got through pretty safe our casualties are bad men wounded are drowned, similar kind of attack and the Indians the Indians - out Killick got reinforced so they let stage an with twenty five men had a hundred and the morning after we left the let the

and do be home in and take all that more they attacked us about
we were the only one left but they got us out so they gave up
I was at the Mormon Tabernacle and I wish you were here as now so that
I had I haven't time to tell
I am ever at your service hoping to
have good news from you and Mary and all the rest
I remain ever yours James M. Hinman
P.S. 16

Letter from 1865

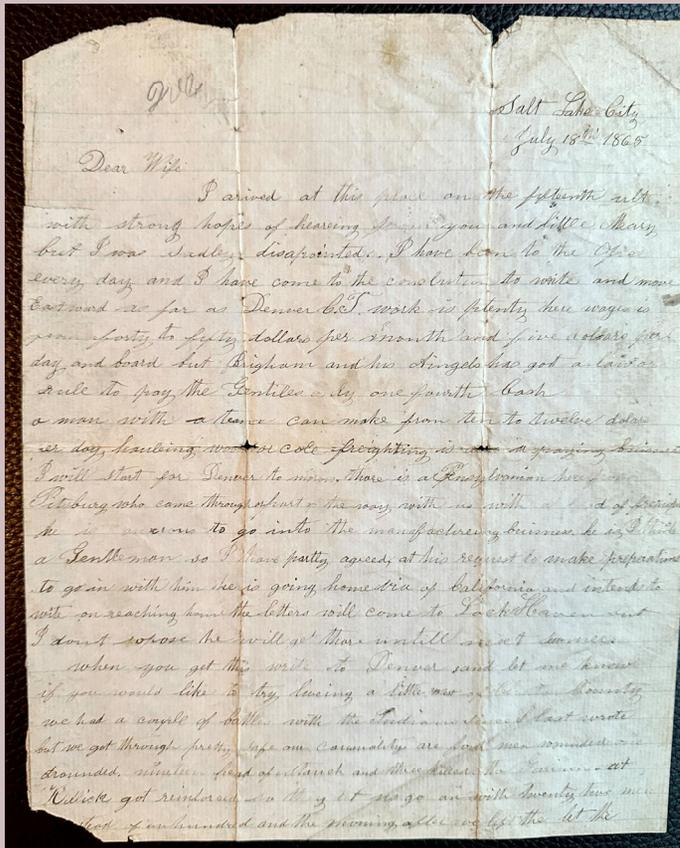
- Ink and graphite pencil
- Mouldmade paper made with wood pulp
- Deterioration along folds



Paper Evolution

- Pre Civil-War:
 - Higher cotton fiber content from recycled linen and rags
- After mid-1850s:
 - Paper made from wood pulp patented in 1854
 - Higher wood content fiber from trees

Letter from 1865



- Currently stored in plastic sleeve
- Plastic . . . ?
 - ✓ Polyester (mylar)
 - ✓ Polypropylene
 - ✓ Polyethylene
 - X Polyvinyl chloride (PVC)

Conservation

Scientific and Practical men who have examined these Jars, say they are without a fault.—The covers being made of glass obviate the objections to Tin, or other metallic covers.

GRIFFEN & TITUS, Proprietors & Manufacturers,
No. 9 Barclay St., N. Y.

Settling Jars,
FOR PRESERVING
FRUITS, VEGETABLES, &c.,
IN A
PERFECTLY FRESH STATE.

WITH GLASS COVER.
SEALS WITHOUT THE USE OF RESIN
WAX OR CEMENT.

GRIFFEN & TITUS, Proprietors & Manufacturers,
No. 9 Barclay St., N. Y.

Settling Glass Jars
WITH GLASS COVER.
SEALS WITHOUT THE USE OF RESIN
WAX OR CEMENT.

GRIFFEN & TITUS,
IMPORTERS OF CROCKERY,
No. 9 BARCLAY STREET, N. Y., and
will exhibit a large and well-
selected Stock of

EARTHENWARE, CHINA, & GLASS,
of their own importation, comprising all kinds of COMMON
WARE, WHITE GRANITE, &c., from the best manufacturers.
Also ASSORTED PACKAGES expressly for the Country trade
as well as a great variety of Kerosene Lamps, Looking Glasses,
Plated Ware, &c. &c. Also, their PATENT FRUIT JARS,
which they are confident are superior to any other kind in the
market.

All of which will be offered at the lowest prices for Cash or
approved credit.

Cut this out and stick in your mem. book.

GRIFFEN & TITUS,
CROCKERY &c.,
9 BARCLAY ST.,
Near Broadway, N. Y.

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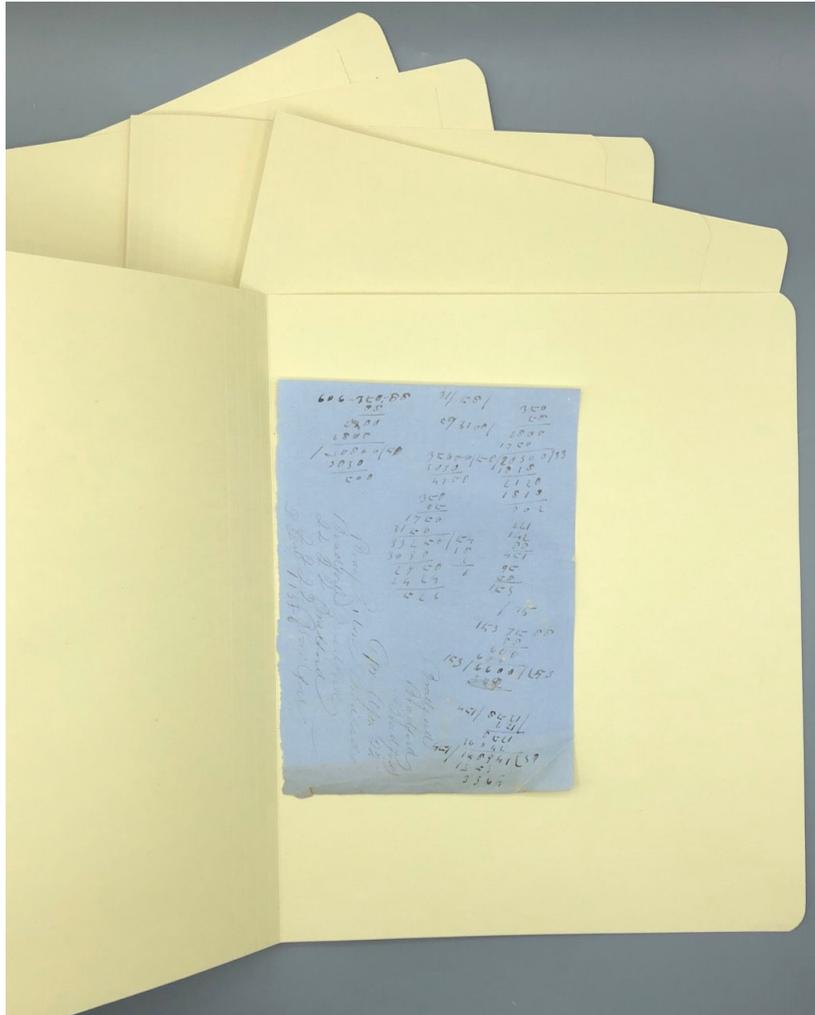
Collections of paper

Collection of Letters & Receipts



- Dated Civil War era and later
- Folded in envelopes and a contemporary leather wallet
- Currently stored in an acid-free box in closet
- Physical items
- information

Storage for Paper Documents



Collection of Letters & Receipts



Storage for Paper Documents

- Temperature
- Humidity
- Light
- Dust
- Pests



QUESTIONS?

Bound Volumes

Mid 20th-Century Photo Album



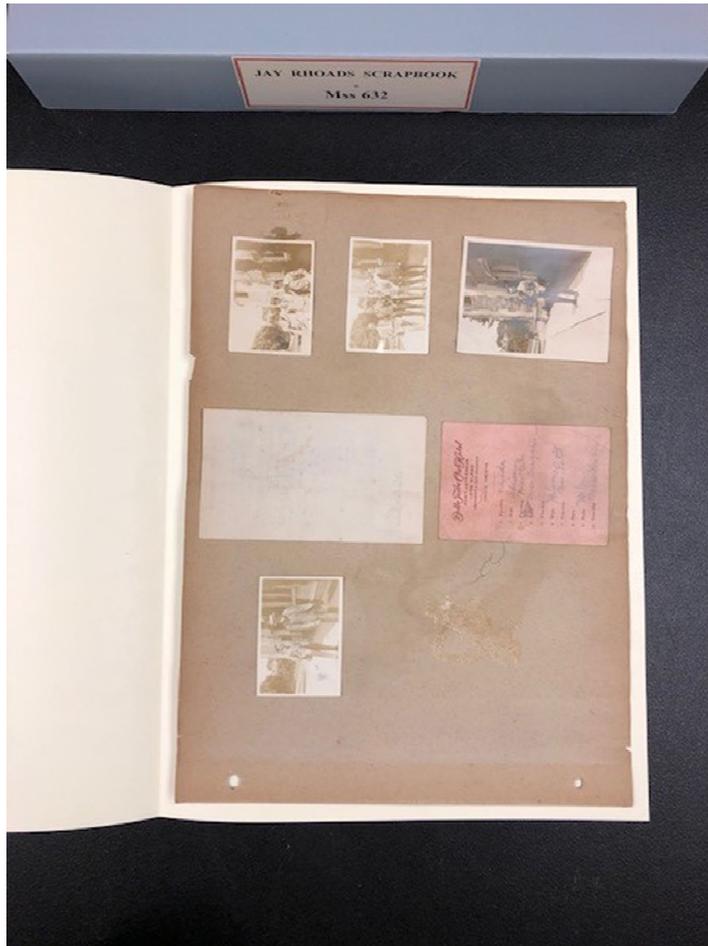
Conservation Strategies

- Reversibility?
- Do no harm
 - Original intent versus current use
 - Expected outcomes
- Dry cleaning
- Interleaving
- Limited intervention

Foldering Pages and Boxing

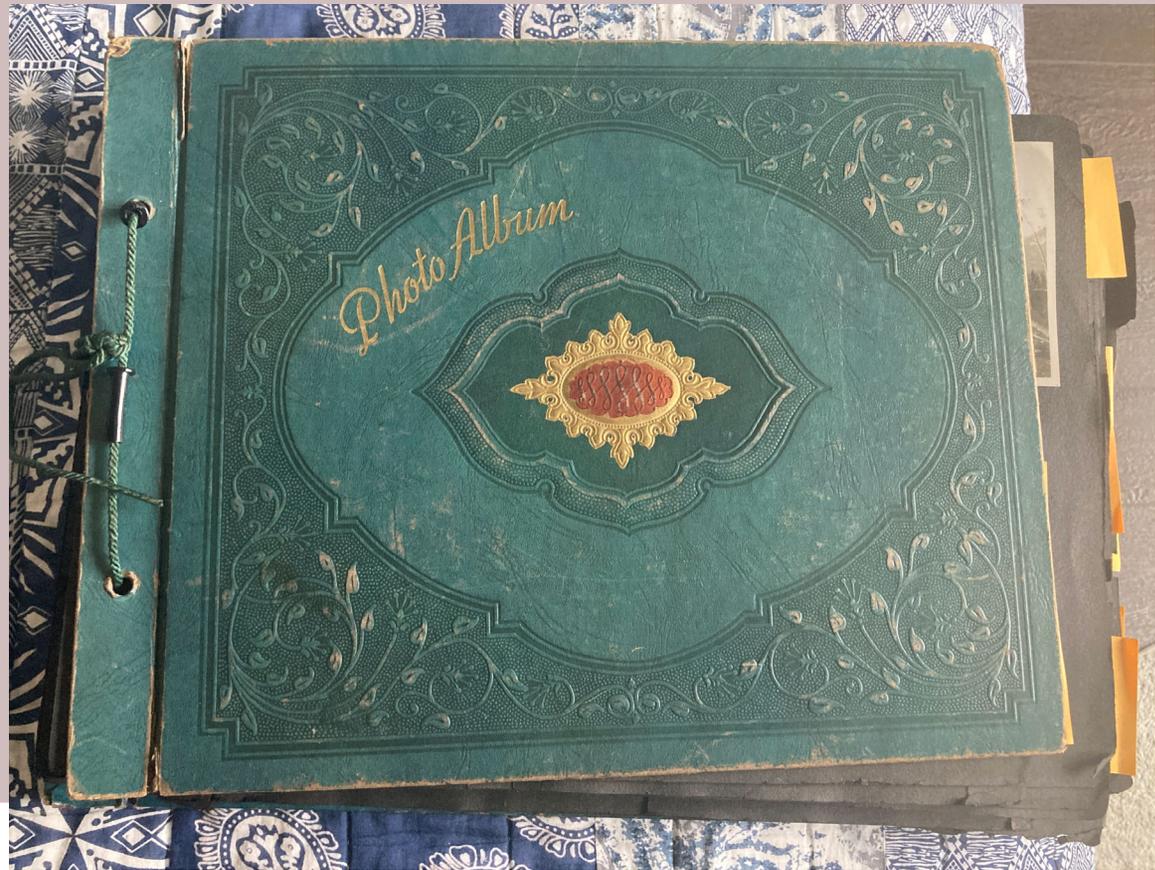
- Maintaining order is **very important**
- Disbinding and foldering can make it much easier to reformat
- Folders can be used to turn pages, minimizing the possibility of damage
- Materials on pages won't rub against each other – can isolate damaging materials

Foldering Pages and Boxing



Digitizing Photo Scrapbooks

Imaging preparation

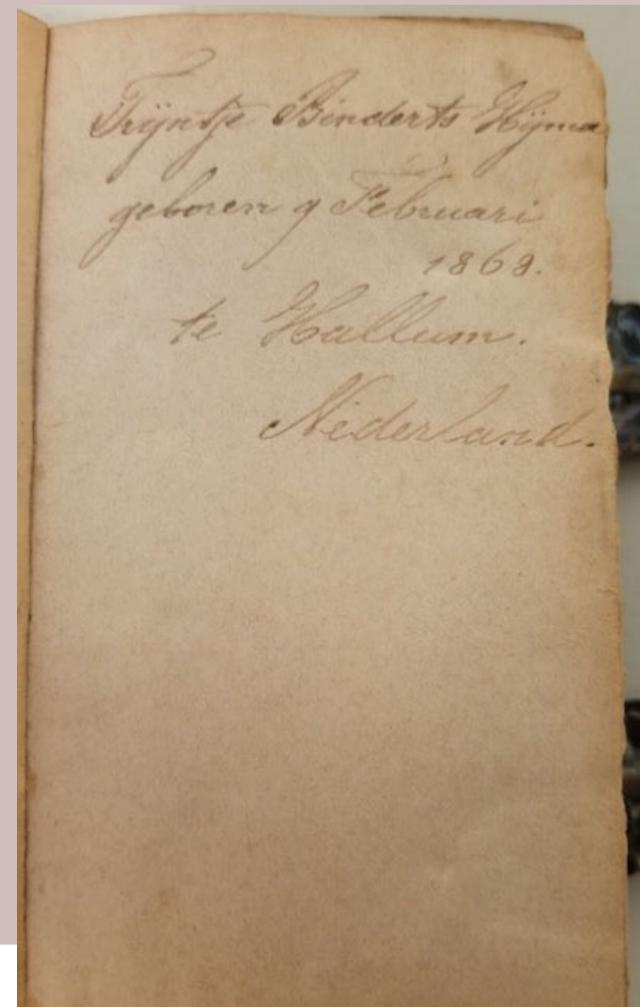
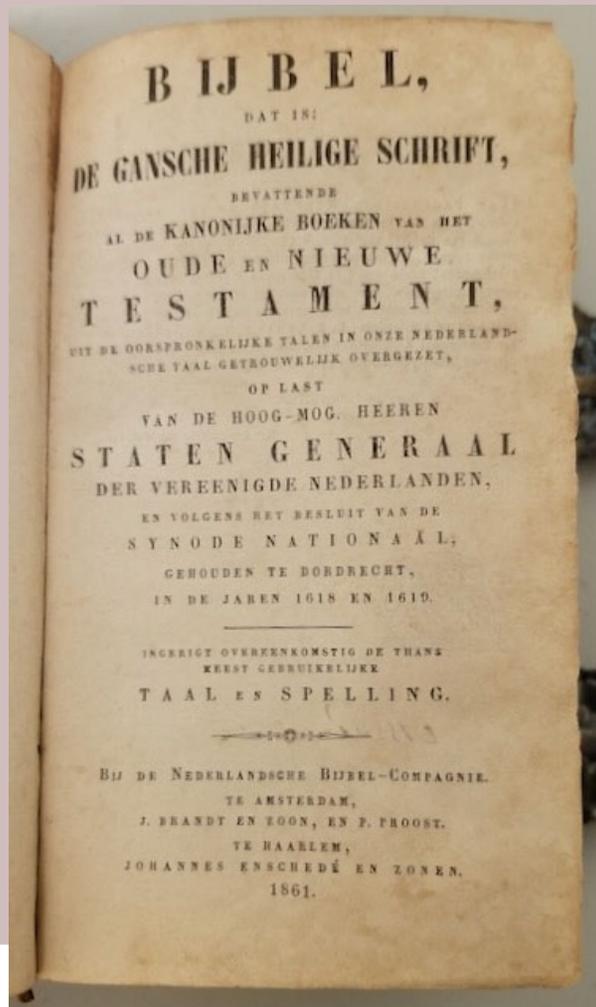


Bibles

Family Bibles

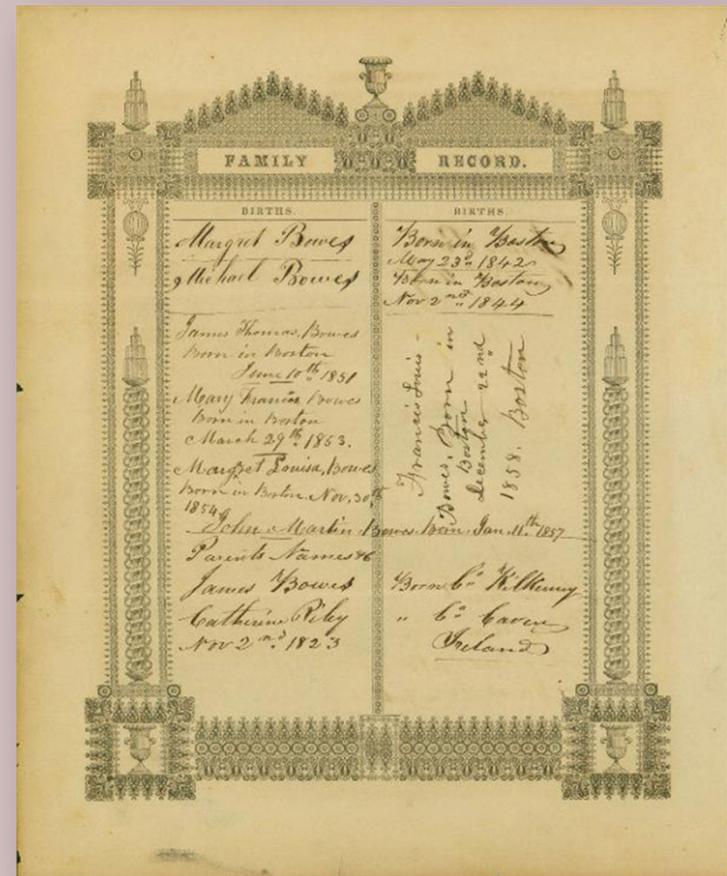


Family Bibles

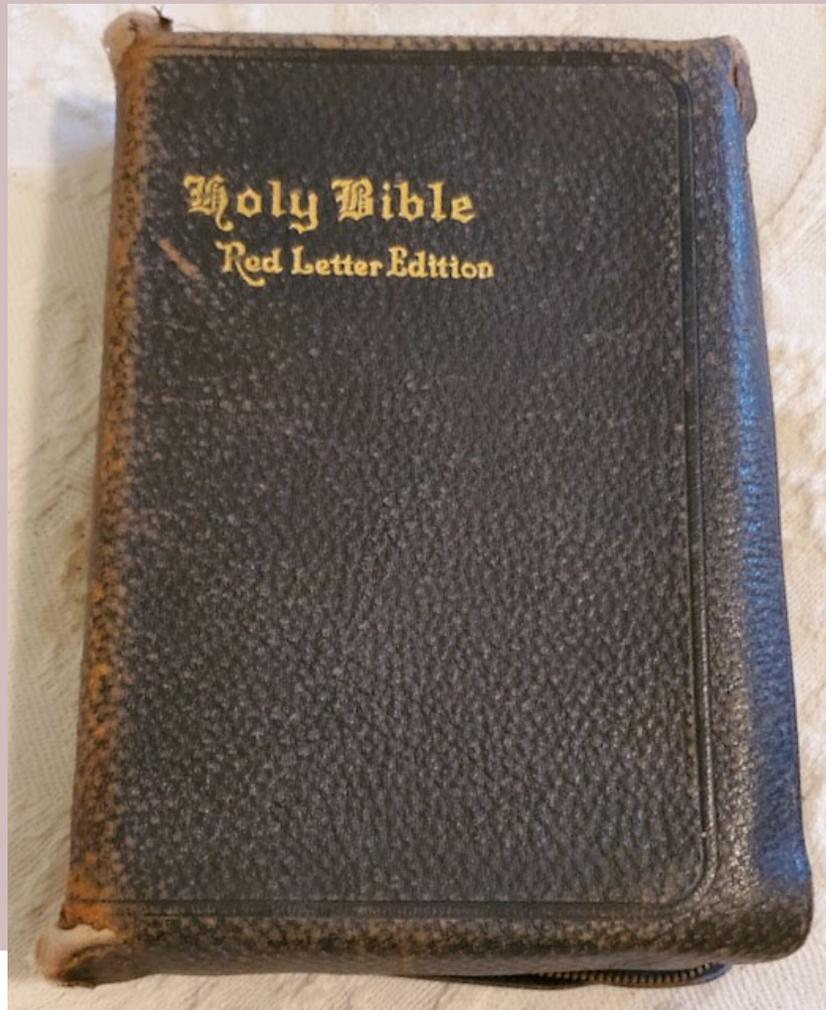


Record Pages

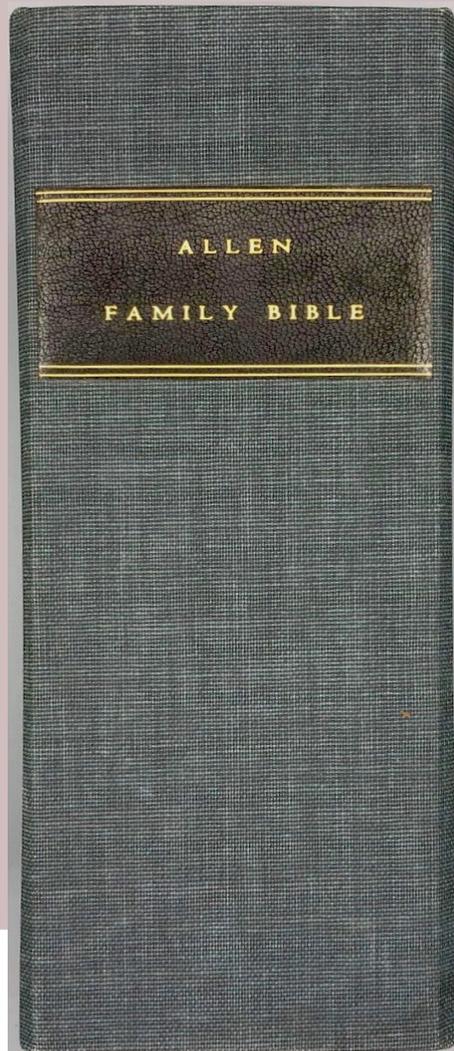
- Often include births, deaths and marriages
- Some Bibles have printed pages for this purpose
- Can be located between Old and New Testament



Family Bibles



Boxes for Bound Materials



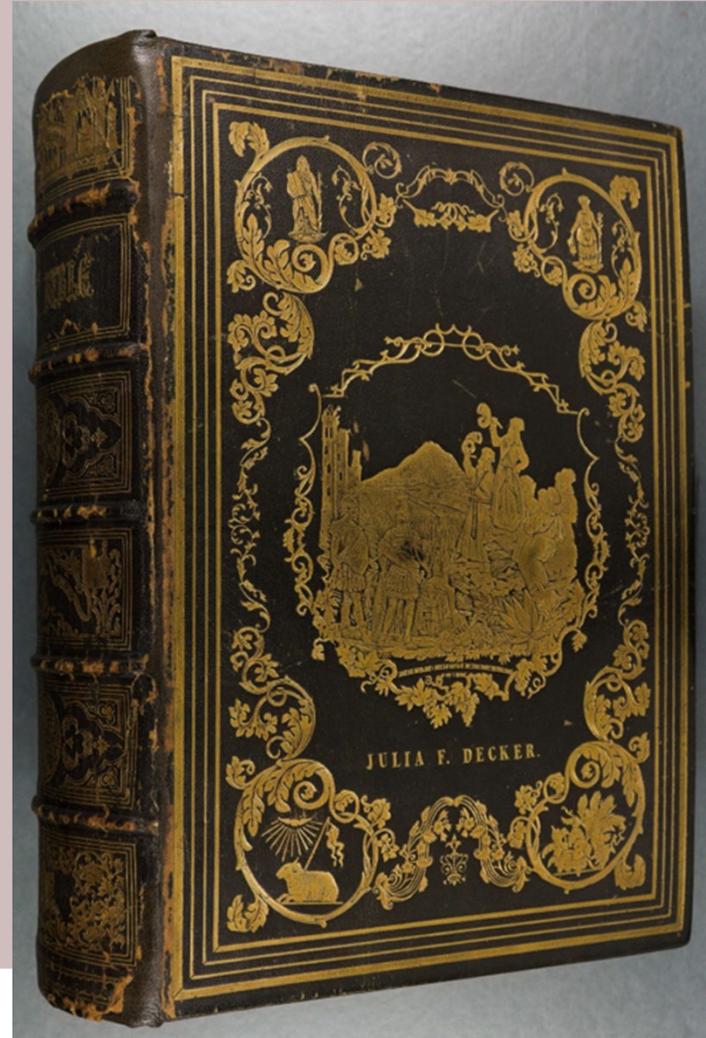
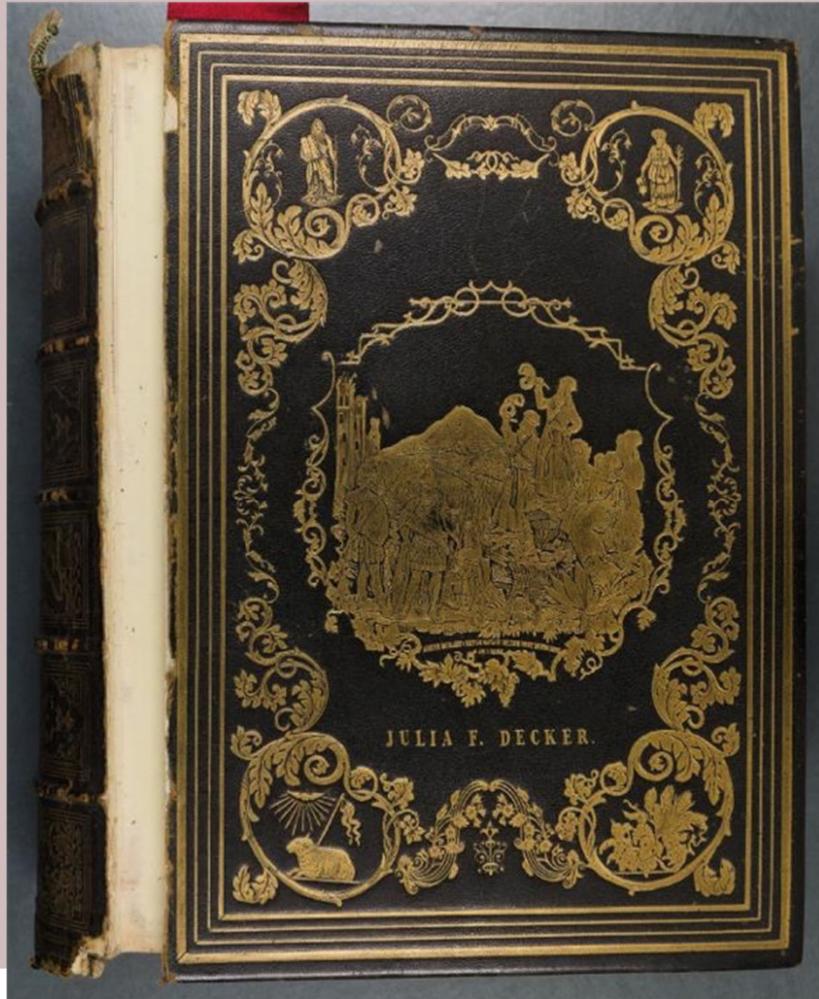
- Phase boxes often constructed from one piece of material – some are available commercially
- Cloth-covered drop spine boxes are more expensive
- Can send a message about importance of material enclosed
- Constructed by bookbinder or conservator

Measuring

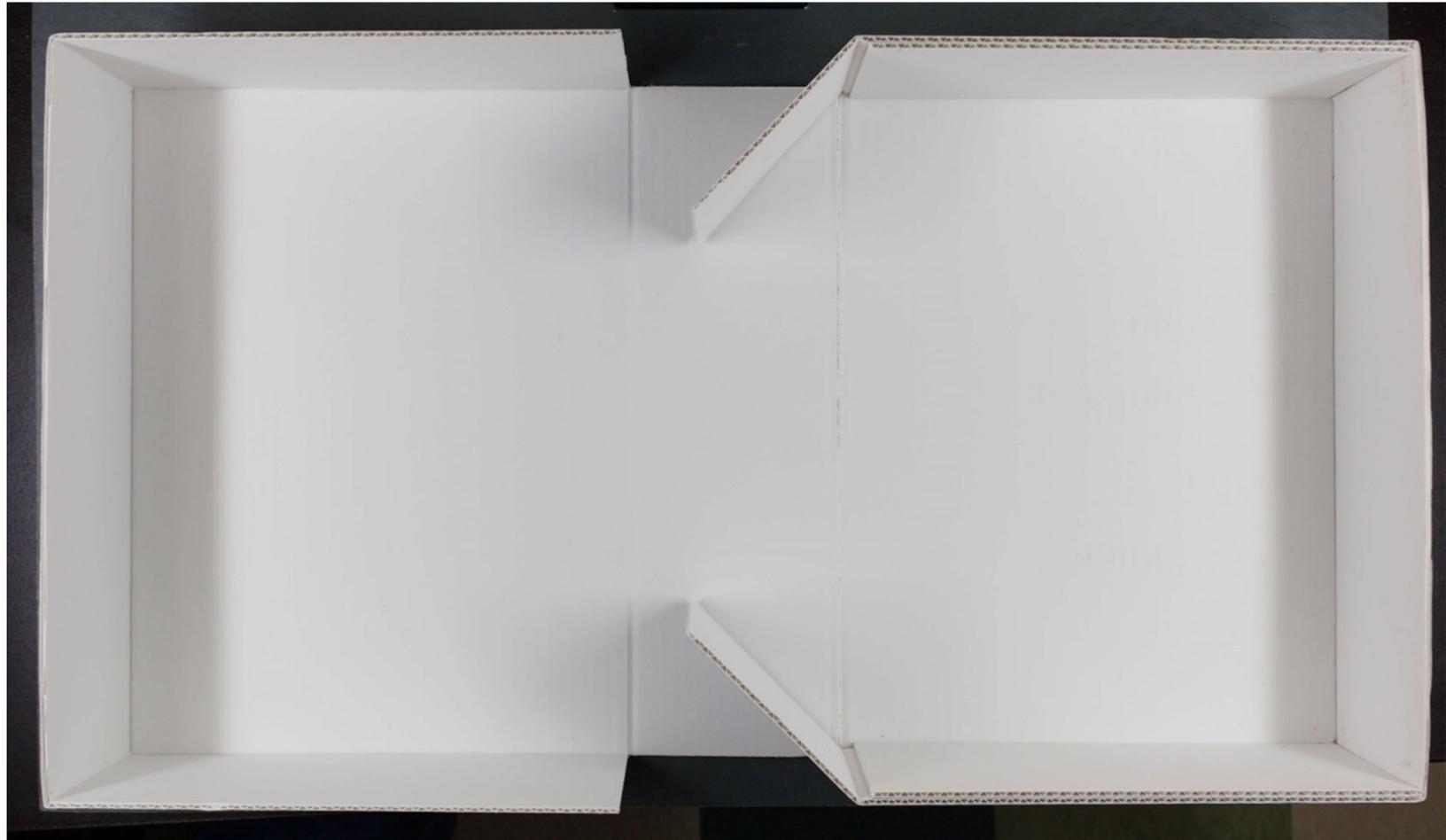
- Need exact measurements
- Books are not always square, but boxes are
- Devices for measuring with sliding ruler
- Can use any square material and a ruler



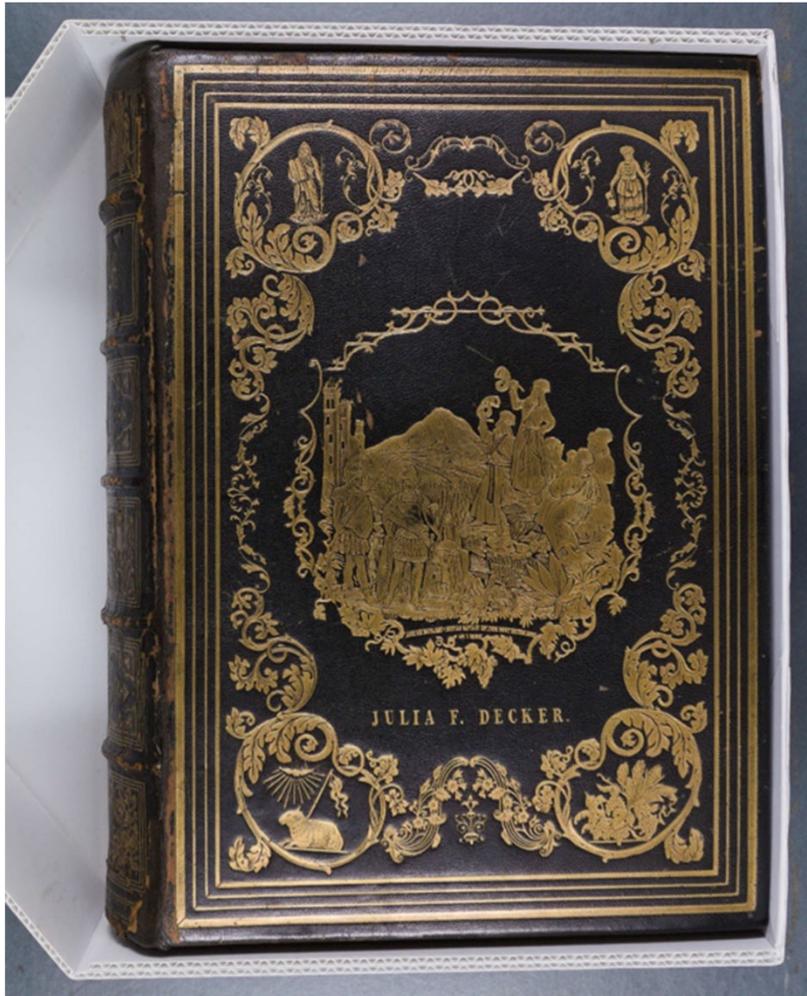
Conservation



Phase Box for Bound Volumes



Boxing Bound Volumes



QUESTIONS?

Photographs

Cased photographs



Daguerreotypes

- First commercially successful photo process (1839-mid 1850s)
- Positive image on a copper plate coated with silver - the image layer is extremely thin
- Identified (and mis-identified) by ornate case
- Very expensive to produce
- Usually on the small side, 2 x 3 inches, but rare ones can be as large as 8 x 10 inches

Daguerreotypes



Ambrotypes

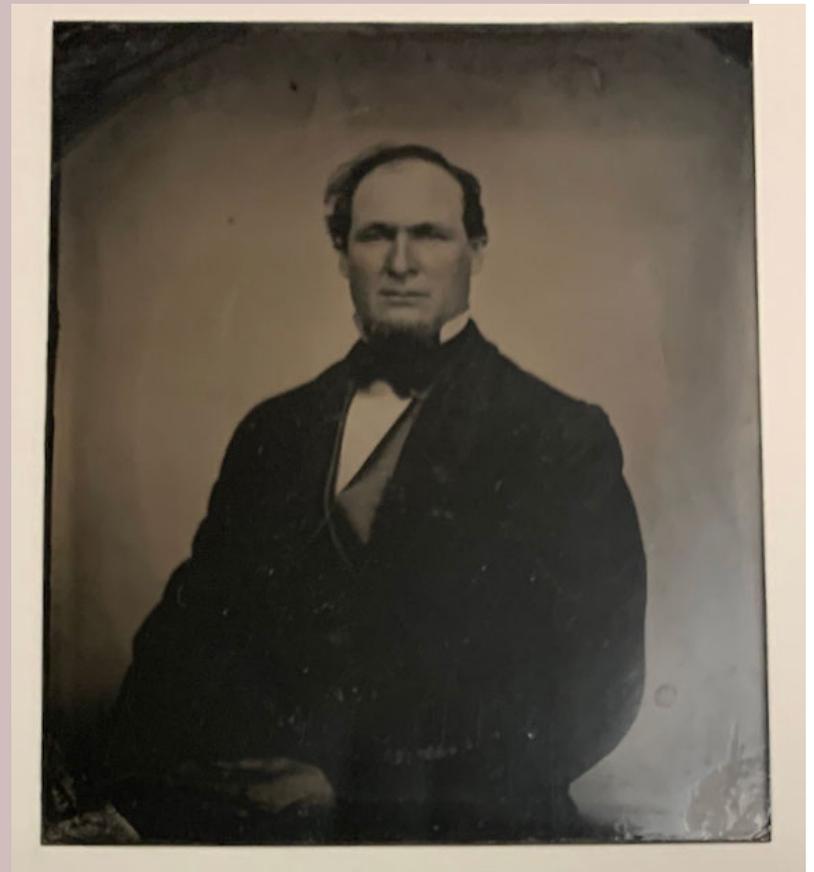
- Most common in 1850s and 1860s
- Less expensive to produce than daguerreotypes
- Collodion emulsion on a glass plate
- Essentially a negative image viewed as positive
- Backed by black material (paint, cloth, paper)
- Usually cased with another layer of glass
- Will not reflect light

Ambrotypes



Tintype

- Metal support
- Black "Japan" layer
- Collodion emulsion layer – where the image is formed
- Varnish layer to protect the image
- Direct photograph – no negative used



Film



Types of Film

- 1889 : Cellulose Nitrate
- 1922: Acetate "Safety Film" Introduced
- 1951: Ceased production of Cellulose Nitrate in US
- 1955: Polyester "Safety Film" Introduced



Identifying Film

- Edge Printing and Notching



- Timeline of Film production
- Smell
- Observed breakdown
- Chemical Testing
- Burn Test

16mm Reel Film



Identifying Film Breakdown

Nitrate

Acetate



Digitization

Reformatting



Digital Reformatting



Reformatting Issues

Digital object

- need to be organized and stored
- as hardware and software change, they must be converted from obsolete technologies
- Inventory digital objects to manage migration

Potential new physical object

- Vendor or do-it-yourself?
- Stable pigments or dyes
- Physical object so same concerns long-term as original

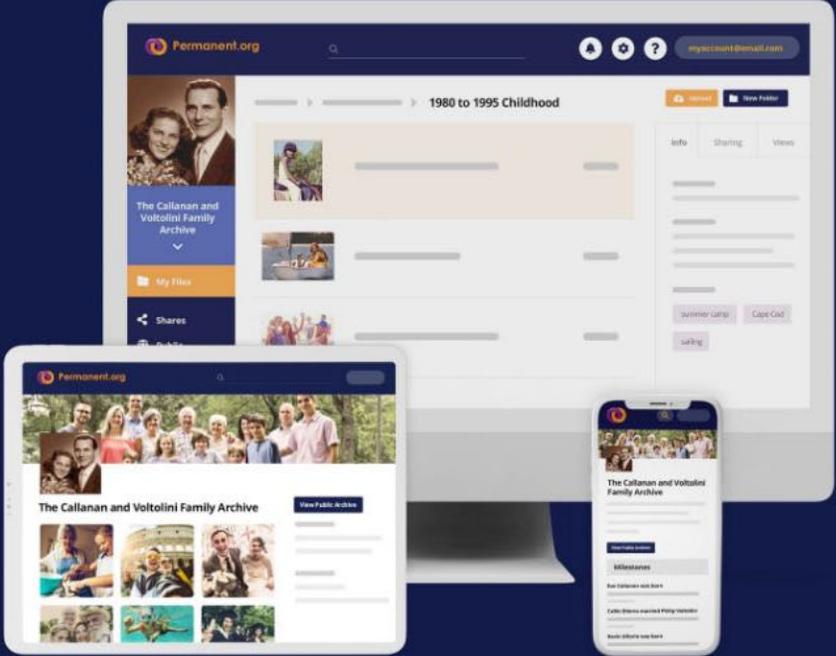
Information Capture

- Inventory or database of the receipts
- Records tied to dates or identification numbers on items – can be marked discretely in pencil
- Can include names, dates, locations, etc.
- Could include transcription of each object
- Searchable

Inventory Example

	A	B	C	D	E	F	G	H	I	J
1	Item Type	Item ID	Content	File Name	Location 1	Location 2	Location 3	Scan date	Check Date	Migrate Date
2	Letter	L001	Letter: George Nickle to Martha Jane Nickle	1904_11_01_L001	Physical original stored in closet in archival box	Digital image 1 stored in Google Drive [TIFF and PDF]	Digital image 2 stored on external hard drive in upstairs closet [TIFF and PDF]	1/1/2020	1/1/21 and every year thereafter	1/1/2025
3	Photograph	P001	Ambrotype of George Nickle	1880_03_04_P001	Physical original stored in closet in archival box	Digital image 1 stored in Google Drive [TIFF and JPG]	Digital image 2 stored on external hard drive in upstairs closet [TIFF and JPG]	3/15/2021	3/15/2022	3/15/2026
4										

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The Callanan and Voltolini Family Archive

1980 to 1995 Childhood

My Files

Shares

info sharing views

Summer Laptop Cape Cod

Looking

The Callanan and Voltolini Family Archive

View Public Archive

Information

For Callanan and Voltolini

Callanan and Voltolini Family Archive

Back to Home

Permanent.org

Final Thoughts . . .

- You don't have to do everything right away - most of your materials are decades or centuries old and they won't usually vanish overnight
- Reformat materials to make sure information is preserved
- Your best first step is boxing or some other type of preservation enclosure
- When in doubt, talk to a professional

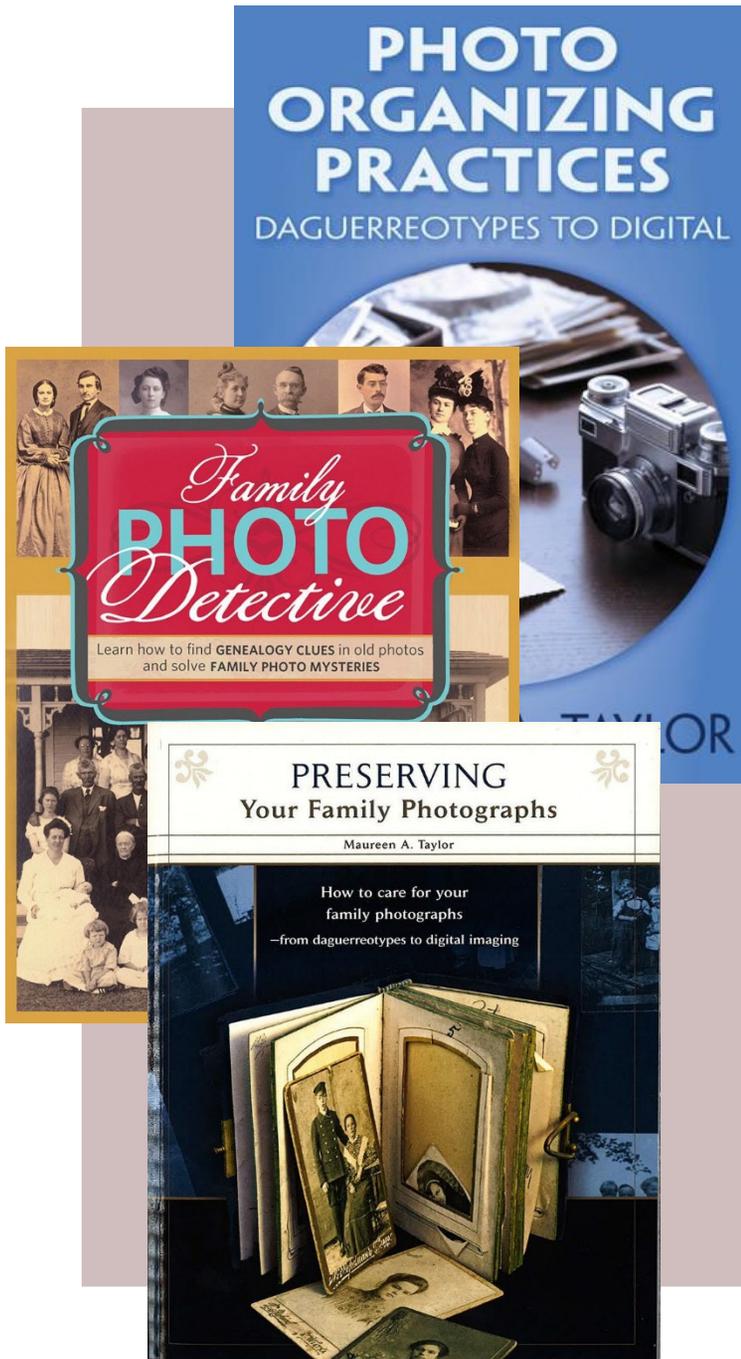
QUESTIONS?

Hire Research Services

research@nehgs.org

Chat with a Genealogist

AmericanAncestors.org/chat



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Visit shop.AmericanAncestors.org and use the coupon code **Preservation12023** at the time of online checkout. Valid until 1/31/2023.

Save on our Family Archive Package

- Save \$500 on our Family Archive Package (valid through February 28, 2023)
- Contact: research@nehgs.org or call 617-226-1233 and mention your participation in this program



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SUBMISSION FORM

Complete the form below and be sure to attach a photo(s)! Our experts will strive to respond to you with advice within one business week of your submission date. To have your items considered for the live showcase, you must submit your item by January 16, 2023. All items must be submitted by April 30, 2023. No other submissions will be accepted after that date.



Preservation Roadshow Participant Form

Name

Email

Upload Images of Item

Drag and drop files here or [browse files](#)

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THANK YOU!

AmericanAncestors.org



NEW ENGLAND HISTORIC
GENEALOGICAL SOCIETY

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