



DHPS | NY

DOCUMENTARY HERITAGE
& PRESERVATION SERVICES

FOR NEW YORK

Thanks for joining us! Today's presentation will begin shortly.

If you have questions or want to report any technical issues,
contact us at info@dhpsny.org or (215) 545-0613 ext.317



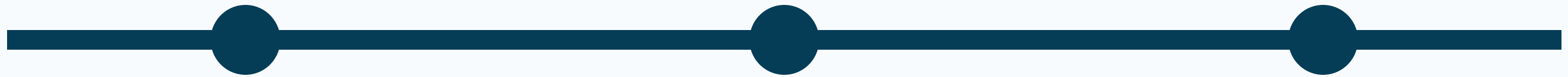
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DOCUMENTARY HERITAGE
& PRESERVATION SERVICES
FOR NEW YORK

ADVOCACY IN COLLECTIONS CARE

Kate Jacus, Preservation Specialist

AGENDA



INTRODUCTION

PREPARING FOR
ADVOCACY

ADVOCACY WORK

ADVOCACY

Supporting or promoting the interests of a cause or group



INTERNAL VS EXTERNAL

Lobbying and fundraising but also support from your institution.

WHY DO WE NEED TO ADVOCATE?

- Professional responsibility
- Educating decision-makers
- Break “dusty archives” stereotype
- Often targeted in non-essential cuts



ACT! QUICK ASSESSMENT



“

DEFINING PRESERVATION

Preservation requires a holistic look at the collections in their environment...to slow deterioration and mitigate risk.

Create a Preservation Plan

STRATEGIC

Outline needs, projects, and necessary staffing and resources.

INCREMENTAL

Recommendations from baseline to best practice as a roadmap.

FEASIBLE

An impact rating helps prioritize projects.

ROADMAP

Articulate steps to achieve best practice goals



IMPACT RATING

1 - 5 scale for impact on collection and feasibility; then add for a number you can prioritize

F.A.3 Strategy: Obtain a collections survey from a photograph conservator for the Religious News Service Photographs. Embark on digitization and post-digitization housing initiatives, and subsequent disposition of originals when necessary.

Desired Outcome: 68,000 prints, negatives (the majority cellulose acetate), and caption sets, which are presently housed together in acidic envelopes, are safely transferred and rehoused.

Resources Needed: Funding from an NEH Foundations Grant, associated resources, staff time.

Staff Lead for Implementation	Impact	Feasibility	Feasibility/Impact Rating	Priority	Timeline
Preservation Archivist	4	3	12	Medium	2017 and ongoing
Stakeholders/Collaborators: Director of Programs and Services; Reformatting Technician; Executive Director; Development and Communications Coordinator					



**PRESERVATION PLANNING
WORKSHEET**

PRESERVATION PLAN SURVEY

89%

SUPPORTED FUNDRAISING
EFFORTS FOR RECOMMENDED
PRESERVATION PROJECTS

47%

RECEIVED INCREASED INTERNAL
FUNDING ALLOCATIONS FOR
PRESERVATION



HOW

WHEN

WHO

WHY

WHAT

WHERE



WHO are you trying to reach?

WHO ARE THE DECISION-MAKERS?

Do you know how decisions are made - formal and informal?

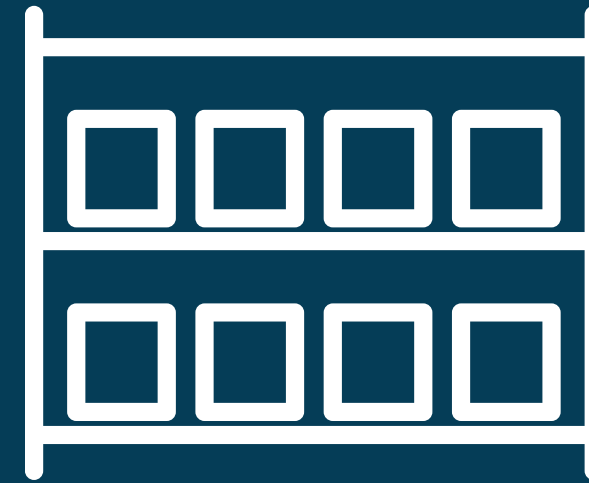
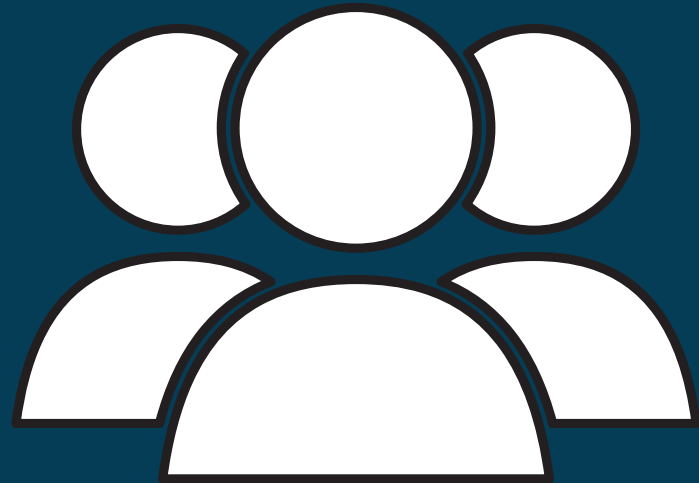
NURTURE RELATIONSHIPS

Get to know decision-makers and their perspectives.

CRAFT DIFFERENT MESSAGES

Depends on their position and what they value.

— WHAT are you advocating for? —



MISSION STATEMENT

Serving as a hub for cultural enrichment, experiential learning, and stewardship of collections, manuscripts, photographs, and other invaluable archival materials, Chester County History Center PRESERVES and shares Chester County's diverse, noteworthy, and captivating stories with a wide range of audiences.

mycchc.org

STRATEGIC PLAN

GOAL: To adopt PREVENTIVE CONSERVATION as standard practice.

STRATEGY 1: Develop and implement collections policies and procedures.

STRATEGY 2: Develop emergency procedures and responsibilities for the site, staff, and visitors.

STRATEGY 3: Develop a preservation plan for the collections.

WHEN are you advocating?

FORMAL REQUESTS

Know your institution's budget process and timeline.

GENERAL EDUCATING

All year long!



WHERE are you advocating?

AT STAFF MEETINGS

Collections care and preservation as a standing agenda item.

AT BOARD MEETINGS

Feature collections care topics regularly in board meeting presentations.

AS PART OF EXHIBITIONS

Incorporate information about preservation or conservation actions.

ON SOCIAL MEDIA

Before & after photos of preservation activities can be impactful.



IMLS CAPITALIZE ON COLLECTIONS CARE



WHY are you advocating?

State the impact and relevance.

BUDGET CUTS

We request that the collections budget be reduced by 5%, not the 20% called for in the proposed budget. We're asking this because the 20% reduction will mean we serve 500 fewer students annually and can't work with professors to develop classes that use primary resources.

BUDGET CUTS

Cutting our collections budget will cut our digitization output by 60% and it will take 50% longer for new content to be added to our online catalog. Digital collections are accessed by [insert stats] in [x countries] and significantly expanded our institutional reach. The online collection is a valuable resource for programming and marketing and needs to be sustained at current funding levels.

STAFF CUTS

Our museum has a robust exhibition schedule, which means our staff has to spend about half their time preparing collections for exhibit. If one of our three positions is cut, we won't be able to respond to research requests in a timely manner or continue to digitize the collection for more public outreach and online access.

STAFF CUTS

Our conservators are innovators in the field, drawing interest from scientific and cultural heritage communities. Their work is essential to our outstanding exhibition program, as they ensure the collections can safely be accessible to the public. Their work also brings half a million dollars in grants and contributions annually. A staff reduction of 10% in this department will have ramifications internally and externally, and rebuilding the depth of professional knowledge would take 7 – 10 years.

INCREASED TIME

The project we have coming up is exciting and essential to our mission. But we need four months, not two, to ensure we can properly house the collection for handling and shipping.

SUPPORT AUTHORITY

The collections team loves working with the education team. However, we need the final say in how objects can be used for programs based on their condition. We would like everyone on the decision-making team to know that decisions about collections come from our department.

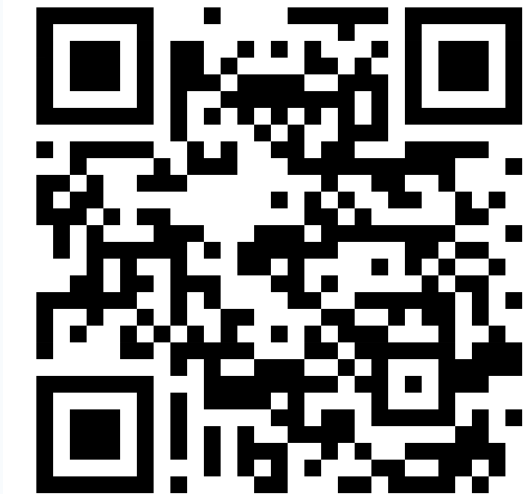


HOW are you advocating?

Resources for advocacy work.

CALCULATE COSTS

DIGITIZATION COST CALCULATOR



PRESERVATION MANAGER'S GUIDE TO COST ANALYSIS



COLLECTIONS BUDGET REPORT



USE STATISTICS



ALA PRESERVATION STATISTICS REPORT

IMLS HERITAGE HEALTH SURVEY



KNOW WHAT'S BEEN DONE

- What has been done in your institution previously?
- What are similar institutions doing?

LEVERAGE PARTNERS

- Collaborate with other departments.
- Who has communications skills or knowledge about resources?
- Who can lend credibility to your cause?
- Can a researcher or volunteer write a letter on your behalf?

KNOW YOUR COLLECTIONS



CCAHA COLLECTIONS 20 QUESTIONS

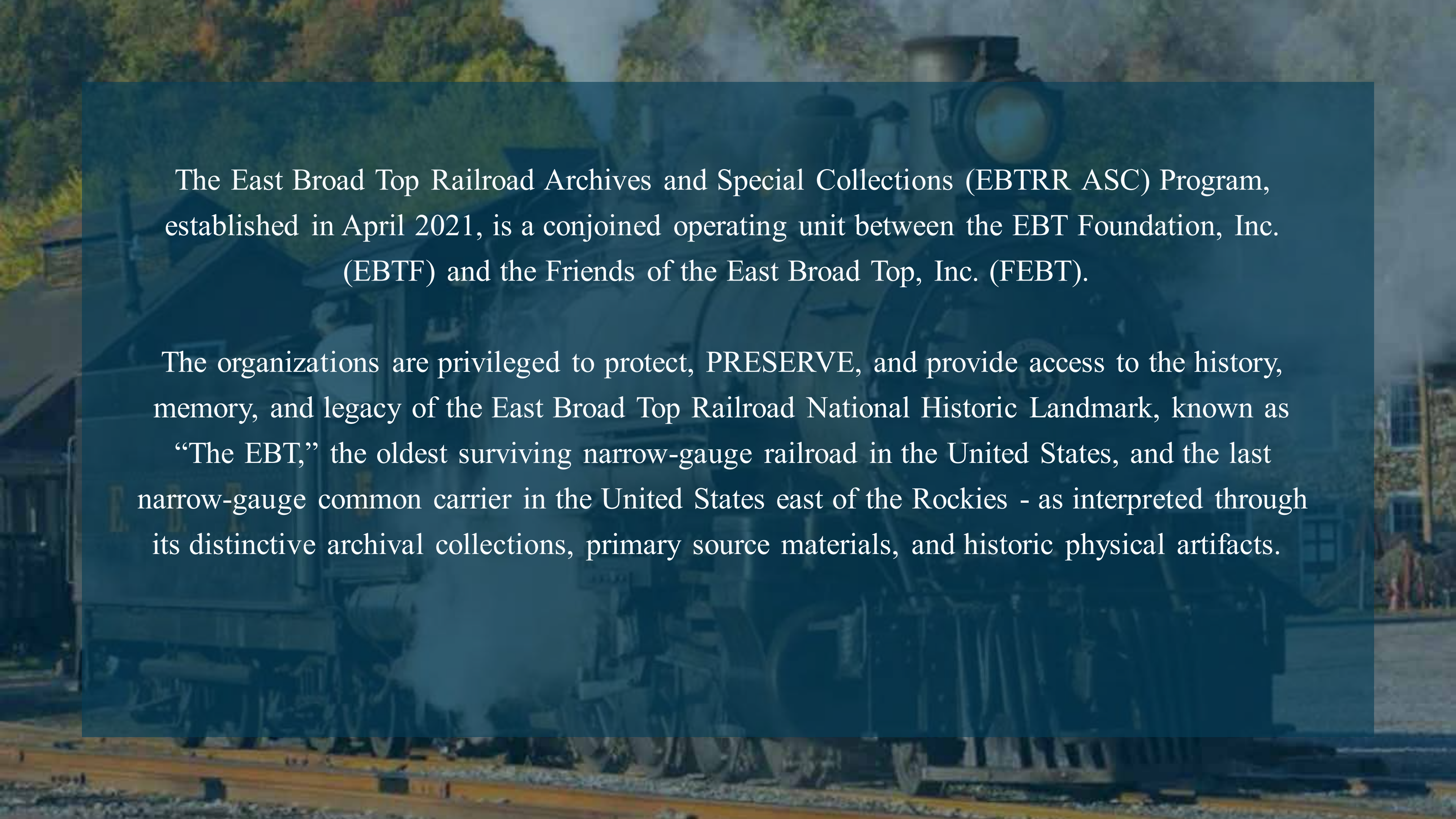
PLAN COMMUNICATIONS



SMART CHART

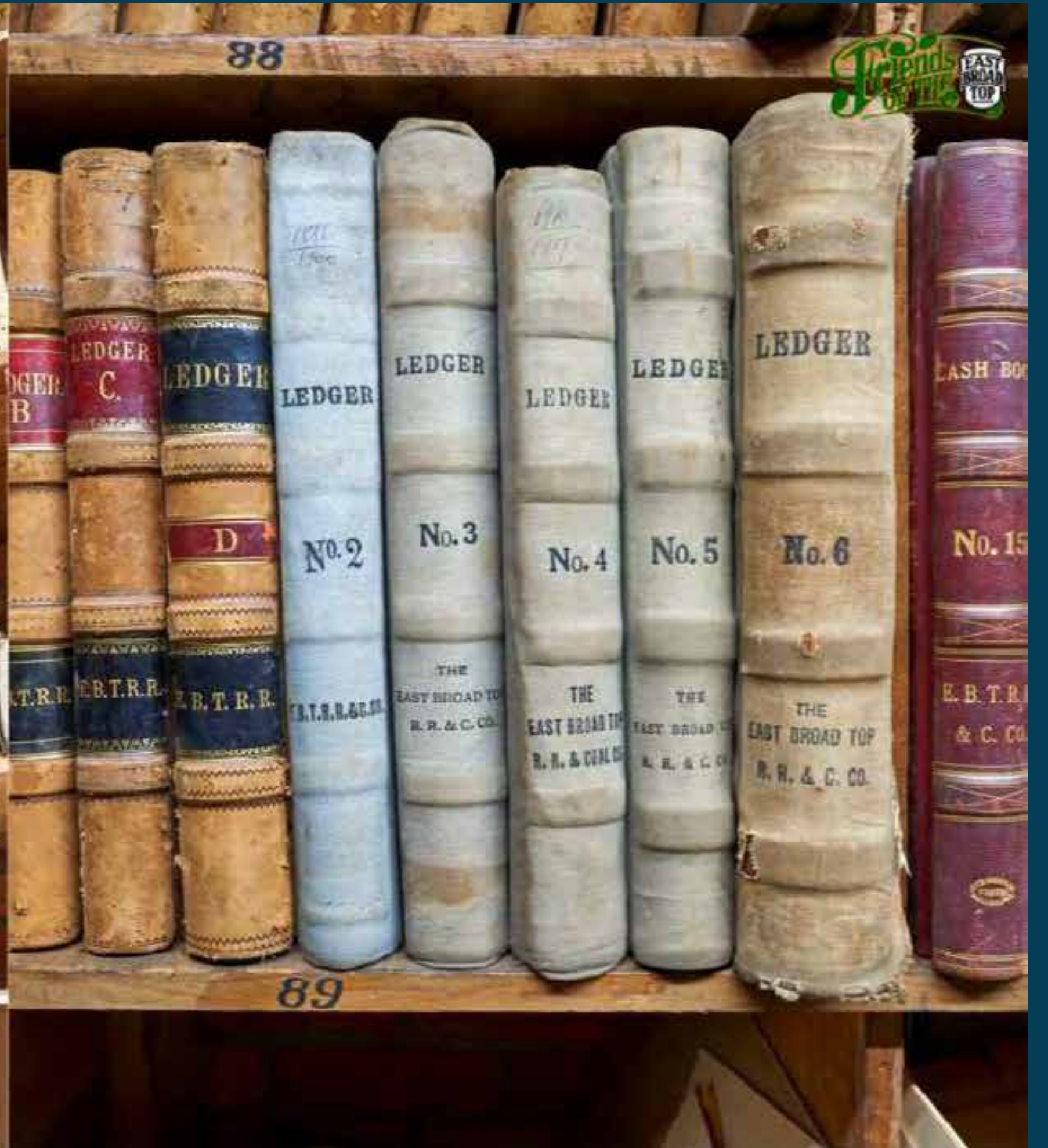
CASE STUDY



A steam locomotive pulling a train through a wooded area. The locomotive is dark-colored with a large smokestack and a prominent front headlight. The train consists of several passenger cars. The background is filled with green trees, suggesting a rural or forested setting. The overall scene is captured in a slightly desaturated, historical style.

The East Broad Top Railroad Archives and Special Collections (EBTRR ASC) Program, established in April 2021, is a conjoined operating unit between the EBT Foundation, Inc. (EBTF) and the Friends of the East Broad Top, Inc. (FEBT).

The organizations are privileged to protect, PRESERVE, and provide access to the history, memory, and legacy of the East Broad Top Railroad National Historic Landmark, known as “The EBT,” the oldest surviving narrow-gauge railroad in the United States, and the last narrow-gauge common carrier in the United States east of the Rockies - as interpreted through its distinctive archival collections, primary source materials, and historic physical artifacts.



Photos courtesy of Matthew Malkiewicz, 2022



Photo courtesy of Matthew Malkiewicz, 2022.

EAST BROAD TOP RAILROAD ARCHIVES
AND SPECIAL COLLECTIONS
c/o THE EAST BROAD TOP FOUNDATION, INC
WITH THE FRIENDS OF THE EAST BROAD TOP, INC.
PRESERVATION NEEDS ASSESSMENT REPORT



Recommendations:

- A. Preservation Planning
- B. Building and Site
- C. Environmental Conditions
- D. Security and Emergency Preparedness
- E. Collections Care and Storage

156 Recommendations



PROTECT: SECURE – FUNDING



- Primary donor: Friends of the EBT Annual Campaign:
 - 2021 – 2023 to date: \$123,725.00
- EBT Foundation
 - 2021 – 2023 to date: \$35,838.60, including private donors, fundraising, gift shop revenue, and digital use fees.
- Grants
 - 2022 National Railway Historical Society Heritage Grant \$4990.00 – EBT Preservation of Architectural and Engineering Maps and Drawings Project.



- *Staff – archivist, archives technician, interns*
- *Equipment – technical infrastructure*
- *Supplies and CMS annual fee*
- *Educational incidentals*

- 5 completed, processed accessions [sans Finding Aids].
- 12+ ongoing and new accessions for processing.
- Ongoing spot and item level inventories.
- Processing priorities at the discretion of the Archivist with the Workerbees and Collections Advisory Committee.







Julie Rockwell photos.



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