

Guide to Review of Library Collections

Preservation, Storage, and Withdrawal

Second Edition

Collection Management and
Development Guides, No. 12

Guide To Review Of Library Collections Preservation Storage And Withdrawal

**State Library of Ohio, Ohio
Preservation Council**



Guide To Review Of Library Collections Preservation Storage And Withdrawal:

Guide to Review of Library Collections Dennis K. Lambert, Winston Atkins, Douglas A. Litts, Lorraine H. Olley, 2002-06-11
New technologies are making information more fluid but what does this mean for information providers Without a doubt it means that traditional roles are evolving and that the task of providing information demands greater expertise in exploiting new technologies and navigating their uncharted ebbs and flows of information The Association for Library Collections Technical Services ALCTS a division of the American Library Association offers a host of well integrated and forward looking services to help you find your way through these changes It is a leader in the development of principles standards and best practices for creating collecting organizing delivering and preserving information resources in all forms It offers educational research and professional service opportunities And it is committed to quality information universal access collaboration and lifelong learning

Guide to Review of Library Collections Association for Library Collections & Technical Services. Collection Management and Development Committee. Subcommittee on Review of Collections, 1991 Designed to assist librarians and others who review materials in general collections for preservation storage or withdrawal this guide is based on review and study of the literature examination of a variety of existing policies and comments and contributions from committee members consultants asnd professionals colleagues It is intended for those with responsibility for collection management preservation and library administration

Guide to Review of Library Collections Lenore Clark, 1991

Guide for Training Collection Development Librarians American Library Association. Subcommittee on Guide for Training Collection Development Librarians, Susan L. Fales, Association for Library Collections & Technical Services. Administration of Collection Development Committee, 1996 Skillfully acquisitions and collection development plays a key role in creating exceptional libraries These authoritative resources provide the guidance you need to build and maintain the comprehensive high quality collection your customers demand Get expert advice on a selecting material from serial to CD ROMs b participating effectively in the budget process and c evaluating your existing collections and vendors Developed by ALA s Association for Library Collections selection and review processes weeding and deselection and navigating electronic networks The guide divides training into three skill levels supplies a curriculum framework matched to collection duties and identifies competencies achievable after training

Gaylord Preservation Pathfinder Gaylord (Firm), 1993

Fundamentals of Collection Development and Management Peggy Johnson, 2009 Adresses the art of controlling and updating your library s collection Discussions of the importance and logistics of electronic resources are integrated throughout the book

Fundamentals of Collection Development & Management Peggy Johnson, 2004 Taking a fresh approach this comprehensive guide outlines the step by step process of collection development and management Expert librarian Peggy Johnson offers tips for organizing and staffing conceiving policy and creating budgets and developing marketing and evaluating collections

Collection Development Policies Linda S Katz, 2003-12-22 Get the tools you need

to build a collection development policy that will help your library run efficiently today and in the future. Considering the amount and variety of topics being published, effectively organizing and guiding a library in today's accelerated world is no easy task.

Collection Development Policies New Direct Collection Maintenance and Improvement Association of Research Libraries, 1993. This resource guide provides information about the range of activities that can be implemented to maintain and improve the condition of research collections to ensure that they remain usable as long as possible. After an introduction that describes the major activities and a review of an investigation process that gives an overview of good practice, the following articles are presented:

1. Handling Books in General Collections Library of Congress
2. Care and Handling of Library Materials John DePew
3. Preservation Guidelines for Processing Staff University of Texas at Austin
4. Preservation Guidelines for Circulation and Stack Maintenance Personnel University of Texas at Austin
5. General Preservation: What an Institution Can Do To Survey Its Own Preservation Needs Karen Motylewski
6. Storage and Handling: Choosing Archival Quality Enclosures for Books and Paper Karen Motylewski
7. Storage and Handling: Cleaning Books and Shelves Northeast Document Conservation Center
8. Preservation Ann Swartzell
9. Guidelines for Using Vacuum Cleaners National Archives and Records Administration
10. Collection Management American Library Association
11. Reformatting Microfilm and Microfiche Northeast Document Conservation Center
12. Archives and Manuscripts Conservation Mary L. Rizenhaler
13. Basic Conservation of Archival Materials: A Guide Canadian Council of Archives
14. Care, Handling, and Storage of Photographs International Federation of Library Associations and Institutions
15. Storage and Handling: Storage Enclosures for Photographic Materials Northeast Document Conservation Center
16. The Care and Handling of Recorded Sound Materials Giles St. Laurent

A bibliography lists 19 selected readings for further study.

Collection Development Maureen Pastine, 2013-10-18. With the proliferating changes in the electronic environment, do you sometimes feel overwhelmed by the multiplying of electronic information resources, the different methods of access, and their combined impact on collection development? If so, *Collection Development* is the book to help you get a handle on what's out there. In no time at all, you'll be able to select and integrate electronic resources into collection development programs at even the most traditional of libraries. In the process, you will learn alternative approaches for dealing with electronic databases, on-line access, and fiscal planning for the integration of the new information technologies into collection development. *Collection Development* offers useful strategies for dealing with electronic resources in terms of selection and evaluation, collection development policies, organizational structure, and budgeting. You also acquire important information on Internet information resources accessible through Gophers and World Wide Web sites; access vs. ownership issues; serving the remote user at an extended campus site; the relationship of selection to acquisitions; managing a CD-ROM collection; development process planning; issues of cooperation, collaboration, and change pricing; and planning issues and their impact on library budgets; negotiating site licenses. Librarians in collection development, academic librarians, and personnel in technology automation development will

find Collection Development an indispensable tool for grappling with the demands and pressures of screening and choosing the most suitable information resources from the dynamic even saturated world of technology The book's insights and practical methodologies will help you integrate new on line and electronic information resources into your program with relative ease *Collection Development Policies and Procedures* Bloomsbury Publishing,1994-12-13 This volume will help you acquire and manage a strong collection for your library even when budgets are being cut Topics covered include purchasing materials formulating selection criteria sharing materials with other institutions and evaluating and preserving materials This edition by the late Elizabeth Futas begins with the results of the author's survey of academic and public libraries The author then explains how a sharply focused and clearly articulated collections development policy can assist libraries in providing the best possible service in the most cost effective manner These and other ideas practices and policies in this new edition will allow libraries to continue meeting the needs of their particular constituents even in uncertain economic times **Managing Preservation** State Library of Ohio,Ohio Preservation Council,1995 *Preservation* Paul Banks,Roberta Pilette,2000-04 Preservation Issues and Planning provides a definitive and authoritative analysis of how to plan for and ensure the long term health of an institution's collection in this digital age **Library Relocations and Collection Shifts** Dennis C. Tucker,1999 You will also find information on using spreadsheets to shift periodical collections a sample moving contract a directory of useful resources and suggestions for further reading **Options for Replacing and Reformatting Deteriorated Materials** Association of Research Libraries,1993 This resource guide focuses on handling library materials that are too deteriorated to benefit from other preservation treatments Hopeless case items that would require an unreasonable amount of conservation work to fix can be resolved through a process of reselecting items by replacing them or reformatting them The reselection integrates preservation with collection development acquisitions cataloguing circulation and public service The following articles are presented as guides to replacement and reformatting 1 Replacement for Brittle Items Emory University and Preservation Decision Making A Descriptive Model Yale University Association of Research Libraries Office of Management Services 2 Brittle Book Preservation Policies and Replacement Reformatting Options for Brittle and Missing Materials Columbia University Libraries 3 Cornell Yale Advance with Digital Technologies and Special Report Research on the Use of Color Microfilm Commission on Preservation and Access 4 RLG Preservation Microfilming Handbook Operational Impact of Filming Projects on Library Units Nancy E Elkington Ed 5 Preservation Microfilming and Preservation Decision Flow Chart Nancy Gwinn and 6 Preserving Harvard's Collections The Acidic and Brittle Paper Problem and its Solutions and Preservation Workflow for a Worn Damaged or Deteriorated Book in the Research Collection Harvard University A list of 13 selected resources recommends additional reading SLD The Handbook of Art and Design Librarianship Amanda Gluibizzi,Paul Glassman,2010 While much attention has been paid to art librarianship as it exists in museum settings comparatively less notice has been taken of academic and art and design school

art librarianship as a distinct focus. However, the skills of subject specialists in the arts and their advocacy on behalf of their users are fundamental elements in vital art libraries that fully support and anticipate the needs of artists, designers, architects, and the historians who study these disciplines. Put together by an international team of contributors, this essential handbook examines methods of innovative librarianship in academic and art school libraries throughout the world. With a focus on the intersection of best practice and best opportunities, the book brings together the philosophies and realities of the most creative librarians working in the field of art librarianship today and serves as a field guide to academic art libraries in the twenty-first century. Key discussions include the role of liaison to the visual arts, visual literacy for highly literate viewers, art history pedagogy, and special collections technology in an art and design library, collection management, renewal and deaccession, new forms of scholarly communication, and their impact on art librarianship, the making of the 21st-century art library. Readership: This timely book is essential reading for all information professionals working in art and design environments. It will also be of interest to students of librarianship interested in the challenges currently facing professionals working in this specialized area. *Encyclopedia of Library and Information Science* Allen Kent, Harold Lancour, 1997-09-16

The Biological Literature to An Uncertainty Principle for Information Seeking: A Qualitative Approach Serials Binding Irma Nicola, 2011-11-22

Serials Binding A Simple and Complete Guidebook to Processes provides novice faculty and staff beginning bindery programs at any school or library with a step-by-step guide to starting a journal binding project, including a useful history of binding, work flow information, and vendor information. *Guide to Developing a Library Music Collection* Robert Michael Fling, 2008

Although music may be the most widely experienced and appreciated of the arts, its technical language renders it one of the most obscure when it is to be written down, described, analyzed, and cataloged. In addition, the peculiarities of music publishing formats, their sources of supply and acquisition, and of binding, shelving, circulation, and cataloging mean that knowledge beyond the usual book/journal orbits is required of librarians charged with building music collections. This *Guide to Developing a Library Music Collection* is intended to assist librarians who are new to music collection development and who want some tips on how to get started. *Library Collection Development Policies* Frank Hoffmann, Richard J. Wood, 2005-08-25

This book represents an ongoing effort to fill the void in the library literature relating to collection development policies. The authors, whose experience each spans four decades as library educators and practitioners, created the book as well as a forthcoming companion volume devoted to school libraries to assist both library school students and professionals in the field in the compilation, revision, and implementation of collection development policies. Cutting-edge trends such as digital document delivery and library cooperation are also covered. Furthermore, given the premise that a well-rounded policy reflects all activities concerning the collection management process, including the evaluation, selection, acquisition, and weeding of information resources, it is hoped that this work will also prove useful to non-librarians possessing some kind of stake in high-quality library holdings, such as library board members, politicians, and

administrators directly responsible for library operations and institutional patrons

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