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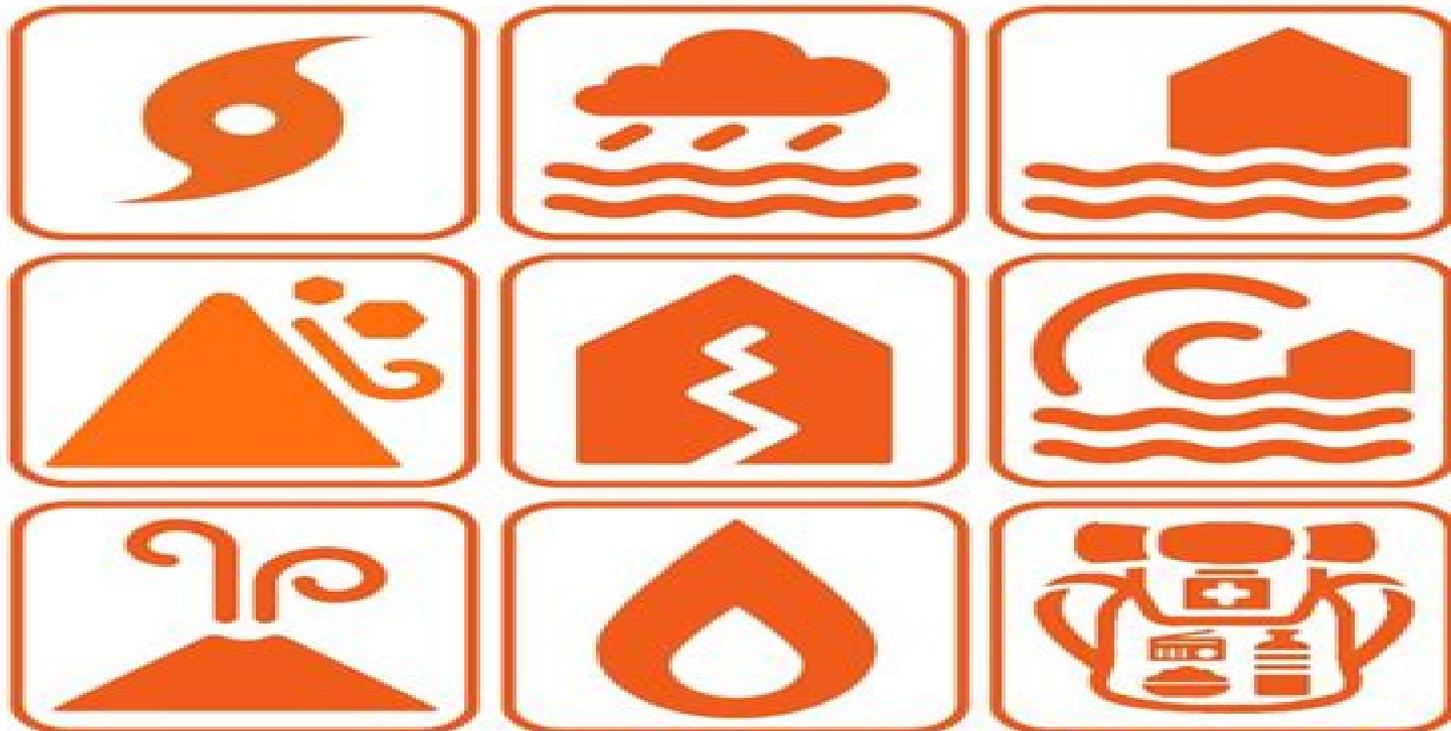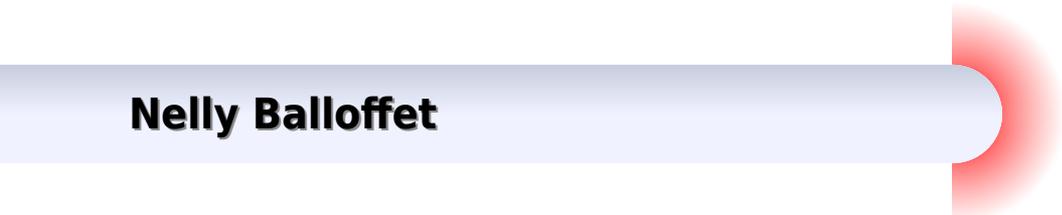
The Library Disaster Preparedness Handbook

Nelly Balloffet

The Library Disaster Preparedness Handbook:

   The Disaster Planning Handbook for Libraries Mary Grace Flaherty,2021-10-12 Libraries are in a unique position to aid communities during times of adversity and this comprehensive handbook s practical tools and expert guidance will help ensure that your library is thoroughly prepared for emergency response and recovery Your library is a vital information hub and resource provider every single day and that s doubly true when calamity strikes In fact your library s role as an essential community function during disasters is now encoded in U S law Engaging as a partner in planning and preparedness will build much needed community support should disaster strike and even a basic plan will also save you time and stress later on No matter where your library is in the disaster planning cycle this handbook will make the process clearer and less daunting You ll get tools activities easy to adapt templates and hands on guidance on such topics as the six phases of disaster response 15 first hand accounts of library disaster planning or responses helping you identify the library services most needed during a disaster three essential factors that will shape the form of your disaster plan preparing for hurricanes tornadoes fires floods and earthquakes ideas for connecting with your community s emergency response teams federal government planning resources pointers on working with state and local governments a sample Memorandum of Understanding to outline mutual support for a speedier recovery recommended courses and training many of which are free targeted advice for archives and special collections sample building inspection checklists and recommended games to help children and families prepare
   The Library Disaster Preparedness Handbook John Morris,1986   **The Library Disaster Preparedness Handbook** John Morris,1986 The topics discussed in this handbook include basic building security problem patrons theft and mutilation of library materials fire protection water damage designing library buildings for safety and security preservation and insurance and risk management   *The Disaster Planning Handbook for Libraries* Mary Grace Flaherty,Katherine R. Greene,Michelle Runyon,2022 This handbook provides an array of resources to enable library staff to serve their communities in disaster planning response and recovery   **Emergency Preparedness for Libraries** Julie Todaro,2020-06-15 Despite the volumes of information they contain few libraries know how to prepare for endure and survive any type of disaster This completely updated second edition of Emergency Preparedness for Libraries provides library management with a comprehensive guide to planning and executing emergency procedures Emergency Preparedness for Libraries provides library personnel with detailed instructions for protecting staff patrons and the facilities themselves including Steps to take now before disaster strikes People and procedures to include in an emergency disaster action plan Practical ways to turn written plans into an instinctual team response Safety considerations to take into account when caring for people on site during an emergency Information to provide to the umbrella organization and the media after a disaster Key things to do the first few days after an event Tips for getting back to business   **Library Disaster Planning and Recovery Handbook** Camila A. Alire,2000 On July 28 1997 the Morgan Library at the Colorado State University experienced

a flash flood that broke a wall in the library basement the flood s sheer force twisted bookshelves and tossed books into the water As a result ten percent of the collection was totally destroyed with the most serious damage to the serials collection In all 425 000 titles had to be reprocessed most computers were ruined work areas were gone and the library couldn t open due to water mold and other health hazards a disaster of the largest magnitude Edited by university library dean Alire who oversaw the library s recovery this handbook gives a detailed account of the disaster as well as advice and recommendations to other libraries for coping with an emergency and its aftermath Even though Morgan Library had a disaster plan in effect employees discovered how many things weren t covered They also learned how little there was in published library literature on replacing collections accepting gifts in huge quantities dealing with insurance companies keeping the building secure the difficulties in their state of hiring temporary help and working with contractors Each chapter is written by a different staff member or pairs and discusses the impact the disaster had on their department How do you keep staff morale intact and how do you communicate when there are no telephones electricity or heating cooling in the building Health concerns for the safety of employees from mold are also discussed This lengthy volume is important as it documents the severity of the disaster but also reads as a cathartic dissertation that will help the staff in the healing process as they regain control of their library Useful lessons can be learned by large academic and public libraries thinking through their own disaster plans

Disaster Planning for Libraries Guy Robertson,2014-12-09 Libraries are constantly at risk Every day many libraries and their collections are damaged by fire flooding high winds power outages and criminal behaviour Every library needs a plan to protect its staff sites and collections including yours Disaster Planning for Libraries provides a practical guide to developing a comprehensive plan for any library Twelve chapters cover essential areas of plan development these include an overview of the risks faced by libraries disaster preparedness and responding to disasters resuming operations after a disaster and assessing damage declaring disaster and managing a crisis cleaning up and management after a disaster and normalizing relations staff training testing disaster plans and the in house planning champion Provides a practical approach to developing a comprehensive plan for any library big or small Supplements technical information with interviews and case studies Includes appendices covering pandemic management moisture control and library security **Library as Safe Haven** Deborah D. Halsted,Shari C. Clifton,Daniel T. Wilson,2014-08-05 Libraries have always played a special role in times of disaster by continuing to provide crucial information and services The Stafford Act of 2011 a federal government directive designates libraries as among the temporary facilities delivering essential services making a Continuity of Operations Plan imperative for libraries Peppered with informative first person narratives from librarians recounting emergency situations Halsted Clifton and Wilson cover such topics as An eight step approach to developing a risk assessment planHow to draft a one page service continuity planInformation on how to use mobile devices and social media effectively in times of disasterSample disaster plans along with model exercises manuals and customizable communicationsPublished in

cooperation with the Medical Library Association MLA this nuts and bolts resource will enable libraries of all kinds to do their best while planning for the worst **An Ounce of Prevention** Johanna Wellheiser,Jude Scott,Canadian Archives Foundation,2002-02-11 An Ounce of Prevention is a comprehensive and practical guide to the process of disaster planning This completely revised and expanded publication builds on the strengths of its award winning predecessor Used as a planning tool it will help you develop strategies for effective disaster prevention and recovery **Disaster Preparedness** John Lawrence Sharpe (III),North Carolina Library Association,1982 Disaster Planning and Recovery Judith Fortson,1992 This is a guide for librarians who need to make an immediate response to a disaster or to formulate a plan and take preventive measures The more common disasters of fires storms floods construction accidents power failures and earthquakes which cause water damage fire damage or biopredation are the main consideration here The manual discusses disaster prevention from evaluating and upgrading the physical plant to assessment of collections emphasizing storage A step by step outline of what to include in a disaster plan covers personnel training the availability of outside expertise and a checklist of sources and suppplies The final chapters focus on disaster recovery and beyond including insurance treatment of damaged materials in various formats and a discussion of new building ideas from a disaster prevention recovery perspective **Library Disaster Handbook** Nelly Balloffet,1992 **Local History in the Library** David T. Thackery,Edward Meachen,1989 **Organizing Preservation Activities** Association of Research Libraries,1993 This resource guide considers issues in the staffing and organization of preservation activities It provides guidance in implementing a systematic preservation program and evaluates the structures of various types of preservation programs The following articles complement the discussion of program models and implementation 1 Preservation Program Models A Study Project and Report Jan Merrill Oldham Carolyn C Morrow and Mark Roosa 2 The Politics and Management of Preservation Planning Karl G Schmude 3 A Cost Model for Preservation The Columbia University Libraries Approach Carolyn Harris Carol Mandel and Robert Wolven 4 Staffing the Preservation Program Carolyn C Morrow 5 Staffing Preservation Related Activities in Libraries A Checklist Michele Cloonan 6 Preservation Librarians Association of Research Libraries 7 ARL Preservation Statistics 1990 91 Jutta Reed Scott and Nicola Daval 8 Preservation Committee Charge Dartmouth College 9 Preservation Committee Charge University of North Carolina at Chapel Hill 10 organization charts for eight major university libraries 11 NEH ARL Preservation Planning Program Final Report University of Colorado at Boulder 12 Preservation Planning Project Study Team Final Report Duke University and 13 A Preservation Program for Oklahoma State University Library Oklahoma State University An annotated list of selected reading presents 11 additional sources SLD Library Journal Melvil Dewey,Richard Rogers Bowker,L. Pylodet,Charles Ammi Cutter,Bertine Emma Weston,Karl Brown,Helen E. Wessells,1911 Includes beginning Sept 15 1954 and on the 15th of each month Sept May a special section School library journal ISSN 0000 0035 called Junior libraries 1954 May 1961 Issued also separately Conservation Administration News ,1991 **Gower**

Handbook of Library and Information Management Raymond John Prytherch,1998 This text provides a link between information professionals and information related work It represents international practice and developments in the area Four themes run through the book customer focus marketing of services quality assurance and applications through emerging infrastructure *Preservation in Libraries* Ross Harvey,Douglas Ross Harvey,1993 Providing a single point of access to the pert knowledge theories experience throughout the library information science world this international selection of writings was chosen for its power to amplify illustrate preservation policy Readings range from fire recovery at the USSR Library of the Academy of Sciences to preservation education in U S library schools reveal how preventative aspects of preservation can be integrated into daily management TOPICS IN LIBRARY INFORMATION STUDIES **ARLIS/NA Update** ,2000 **Revue Canadienne Des Sciences de L'information** ,1986

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