

Small Group Discussion: Collaborative Disaster Planning

Disaster Response networks have been established in geographic areas around the country. Cultural institutions have formed the networks to encourage and support disaster preparedness and response among their members. The Heritage Preservation handout called *Disaster Response Networks* lists some examples of these networks and provides their websites. In your discussions please address the following questions:

What geographic areas in Washington might be good candidates for a disaster response network?

- By County?
- By metropolitan areas?
- By Congressional district?
- Other?

What should be the components of these networks? Here are some examples:

- Providing assistance for cultural institutions developing disaster plans
- A database of cultural institution contacts within the network area?
- A database of local community resources for equipment, supplies, and expertise?
- Disaster response training exercises?
- A cache of disaster response recovery supplies?
- A cold storage agreement for freezing wet materials?
- A mutual aid agreement?

How might you go about organizing a network in your area?

- What kinds of institutions might be involved – archives, libraries, museums, records centers?
- What specific institutions?
- How would you get administrative support?
- Who else should be involved, e.g. emergency managers?

What state-wide services should be provided to support these networks?

- An agreement with an emergency recovery service?
- A website?
- Support for disaster planning?
- Grants for network disaster supplies?
- Disaster response training exercises?

What other issues need to be addressed by the working group for this issue?



Small Group Discussion: Building Sustainable Institutional Preservation Programs

Developing a sustainable preservation program at a cultural institution may simply mean documenting activities an institution is already doing. Or, it may mean developing some new practices and procedures. The questions in this discussion handout are intended to assist you in identifying elements of a state-wide plan that will help institutions create and sustain a preservation program.

What resources are needed to develop a preservation plan for a cultural institution?

- Institutional commitment
- Staff
- Funding
- Other resources, e.g. IMLS bookshelf, HP emergency response wheel, book repair kits

Preservation needs assessments are an essential first step for an institution to identify and prioritize their preservation needs.

- How can we help institutions do this as part of a state-wide plan?

Most institutions do preservation even though they may not think of it as preservation.

- What kinds of activities are components of a preservation program?
- How can help institutions think of these activities as part of a preservation program?

Institutional preservation programs need advocates.

- Who might be the potential preservation advocates in an institution's community?
- How can they be elicited in this effort to help preserve our cultural heritage?

Some preservation actions require little or no funding, but other activities will require funding.

- What are the internal and external funding sources for preservation?
- How can a state-wide plan help institutions target these sources?

What other issues need to be addressed by the working group for this issue?



Discussion Group: Advocacy

The Institute of Museum and Library Services (IMLS) launched *Connecting to Collections* in June 2008 as “a national initiative to raise public awareness of the importance of caring for our treasures, and to underscore the fact that these collections are essential to the American story.”

We who attend this conference know the need for preserving our cultural and historical collections. But convincing others of the importance of preservation is sometimes a tough sell. Consider the following:

How can you raise awareness of preservation within the “community” you serve?

- What success stories can you share?
- Based on past experiences how you might do some things in the future
- What strategies can be developed for broadening the preservation constituency to include individuals in the community, decision makers in institutions, and members of governing boards in order to build consensus on the need to support preservation activities in all kinds of collections?

Discuss your natural partners – either for your particular organization or for your type of organization (library, museum, archive, historical society).

- What success stories can you share?
- How has partnering brought strength to your organization?
- Were there weaknesses or threats in partnering?

Community sponsors anticipate that they will receive something from the relationship in turn for what they give (e.g., funding, radio time, gifts).

- What type of sponsorships have you developed?
- How were you able to convince the sponsor that they would benefit from the relationship? What type of benefits were you able to show them?

What strategies can be developed to convince decision-makers to put financial support behind local and statewide preservation efforts? Consider:

- Federal government
- State government
- Local – city or county – governments
- Granting agencies and Foundations



Small Group Discussion: Building a Sustainable Statewide Preservation Program

Sustainable statewide preservation programs have evolved where certain factors exist. These include continual and adequate funding, permanent staffing, an educational component, and the ability and resources to run a number of programs. The following questions are designed to develop a model that will work in Washington.

1. What state-wide services should be provided to help institutions build sustainable preservation programs?

- Information (publications, website)?
- Education (workshops, conferences)?
- Grants?
- Environmental Monitoring?
- Preservation assessment surveys?
- Disaster planning assistance, e.g.
 - Technical assistance?
 - An agreement with an emergency recovery service?
 - Grants for emergency supplies?
- Preservation assistance in building design?
- How would you prioritize these?

2. What are the possible mechanisms for funding this program? Does it need to be self-sustaining? How would this fit into the current structure?

- State funds appropriated by the legislature?
- L.S.T.A. funds?
- NEH or NHPRC grant funds?
- Private fund-raising?
- Subsidized by the state university and other institutions?

3. Advocacy: What strategies can be developed to convince decision-makers to put financial support behind local and statewide preservation efforts?

What other issues need to be addressed by the working group for this topic?