Disaster Relief in an Academic Library Archives

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Immediate aftermath checklist

- Remove materials from the disaster area
- Call the university facilities department
- Call a disaster recovery specialist (in our case, Cotton)
- Triage water-damaged materials:
  - Send heavily water-damaged materials for freeze drying (in our case, to Cotton)
  - Air dry mildly to moderately water-damaged materials in a dry location
  - Set aside undamaged materials in a dry location
- Use an adequate number of industrial-grade dehumidifiers to stabilize humidity levels after the disaster (in our case, in partnership with Cotton)

Preventing a future disaster

- Do not place materials in a known disaster-prone area (in our case, under a pipe in the ceiling that leaked)
- Make sure that no materials are on the floor, especially in areas where water will pool during a water disaster
- Conduct regular relative humidity checks and log the results to determine and then address any problems

Large-format maps, among the heavily water-damaged materials sent for freeze drying

Physical space used for air drying mildly to moderately water-damaged materials

The area of the disaster, where no physical materials are stored any longer