New York Archives Week 2013 Symposium
Disaster Planning for Archives and their Communities

Co-Sponsored by
Archivists Round Table of Metropolitan New York, Inc. (A.R.T.)
and the Center for Jewish History (CJH)

www.nycarchivists.org  www.cjh.org

Monday, October 7, 2013

Center for Jewish History
15 West 16th Street, New York, NY 10011

Program Schedule

8:30 a.m. – 9:00 a.m.  Registration

9:00 a.m. – 9:15 a.m.  Welcome

9:15 a.m. – 10:45 a.m.  Session 1. Archival Survival in Times of War and Armed Conflict

Cultural crises and threats to archives resulting from “man’s inhumanity to man” – to borrow a phrase from poet Robert Burns – are, unfortunately, neither a new phenomenon nor are they likely to disappear. In this session, panelists will examine the challenges archival collections face when confronted with, not natural calamities, but rather man-made “disasters” such as war, armed conflict, and armed occupation. Losses resulting from such man-made disasters confront archives professionals and laypersons alike, while threatening the history, culture, and identity of the communities involved. Cases studies will provide historical perspectives of saving archival material in the context of World War II and the Holocaust, while also examining more contemporary perspectives on preservation planning and disaster management in the context of the Middle East and Africa.

Moderator – Dennis Riley, National Archives at New York City
Session 1. Archival Survival in Times of War and Armed Conflict – continued

*The ‘Paper Brigade’ and Saving the YIVO Collections*
Lyudmila Sholokhova, The YIVO Institute for Jewish Research

*The Survival of a Jewish Archive in Nazi Germany*
Michael Simonson, Leo Baeck Institute

*Disaster Management Planning in the Middle East*
Jonathan Cain, Hunter College, and Laila Hussein Moustafa, University of Illinois at Champaign-Urbana

*The Disaster of Military Occupation: Archival Collections in Occupied Palestine*
Rachel Mattson, University of Illinois at Champaign-Urbana

*Preserving the Timbuktu Cultural Manuscripts*
Marieta Harper, Library of Congress

10:45 a.m. – 11:45 a.m.  Session 2. Lessons Learned: Responding to Disaster in Academic Libraries and Archives

This session will explore how academic libraries and archives have coped with disasters such as Hurricane Sandy and small fires. Using case studies, the presenters will evaluate the effectiveness of tools ranging from disaster plans to cell phones, and will discuss necessary steps to prepare for disasters. Presenters will cover: dealing with damaged collections, how to continue to provide services during and after disasters, the process of recovery, and the importance of communication.

**Moderator** – Louisa McMurray, The College of New Rochelle

*Surviving Sandy: Recovery and Insights After a Natural Disaster.*
Su-Shan Chin, NYU Medical Archives

*My Cellphone! My Library: How We Survived Sandy at the Gill Library Brooklyn Campus*
Marie Octobre, The College of New Rochelle

*Sandy Who?*
Beth Russell, Michigan Technological University

11:45 a.m. – 12:00 p.m.  Break

12:00 p.m. – 1:00 p.m.  Session 3. The Call Is Coming From Inside The House! Advocating For Collection Management Activities As Part Of Disaster Preparedness

Smart collection management strategies will help prepare your collection for recovery, whether disaster strikes in the form of extreme weather, electrical failures, or negligent data backup. Joshua Ranger explains how the depth and quality of intellectual control over collections is an important tool post-loss. In the spirit of “Accessioning as Processing,” Rachel Searcy proposes a modified version of “Disaster Relief as Processing,” highlighting an institution’s need for consistent and codified accessioning practices. Shae A. Trewin argues for the inclusion of climate monitoring into disaster preparedness and Martin Tzanev describes the process of diagnosing and fixing a server crash. Panelists discuss why bad data and documentation practices are as risky as a lack of fire suppression, security measures, or on-hand recovery supplies.

**Moderator** – Laura McCann, New York University Libraries
Session 3. The Call Is Coming From Inside The House! Advocating For Collection Management Activities As Part Of Disaster Preparedness – continued

Metadata as a Disaster Preparedness Tool
Joshua Ranger, AudioVisual Preservation Solutions

Disaster Response as Processing: Collections Management and Community Outreach During Hurricane Sandy
Rachel Searcy, New York University, Tamiment Library

HVAC Shutdown and Hurricane Sandy: Applying Environment Data to Disaster Preparedness and Recovery
Shae A. Trewin, The Image Permanence Institute, Rochester Institute of Technology

Case Study SAN System Raid-5 Array Failure
Martin Tzanev, WITNESS

1:00 p.m. – 2:00 p.m. Lunch (on your own)

2:00 p.m. – 3:00 p.m. Session 4. Preparing Emergency and Cultural Resources Personnel to Respond During and Following a Disaster

When disaster strikes, is your cultural institution prepared to respond? Do you already have a disaster plan in place? This session includes specialist experts in the area of disaster preparedness who work with cultural institutions to respond during emergencies, providing guidance and instruction. Presenters will cover what should be included in a disaster plan (steps to take, chain of command, who to contact, etc.), educating responders, response and recovery activities, project management, treatment protocols, fundraising and budgetary concerns. Topics will include the Martha Graham Dance Studio Archives that suffered damage during Hurricane Sandy, the 2011 Massachusetts tornado and Hurricane Irene.

Moderator – Vicki Lee, Maryland State Archives

Herding Cats: Working Together to Protect Cultural Resources in Massachusetts
Gregor Trinkaus-Randall, COSTEP-MA

Archives and Disaster Recovery From Katrina to Sandy - Part 1
Susan Duhl, AIC-CERT and Vicki Lee, Maryland State Archives

3:00 p.m. – 3:45 p.m. Session 5. We Must Hang Together, or Assuredly We Shall All Hang Separately: the Importance of Cooperation in Disaster Planning and Response

The focus of the session will be on using cooperative disaster planning and response in order to leverage a network and create “strength in numbers.” Representatives of two institutions, the New York City Economic Development Corporation and the United Methodist Church, will present their individual experiences both after Superstorm Sandy and during other points in their respective careers.

Moderator – Susan Woodland, The American Jewish Historical Society

Checker’d Paths of Joy and Woe: Cooperation in Disaster Planning and Recovery
Frederic Grevin, NYC Economic Development Corporation (NYC EDC)

Strength in Numbers: Safeguarding the Records of the Church Community
Beth Patkus, United Methodist Church
3:45 p.m. – 4:00 p.m.  Break

4:00 p.m. – 5:30 p.m.  Session 6. Communities Coming Together After Disasters

This session will consist of a panel of six participants speaking from both the personal and institutional viewpoints. When disaster strikes, a community’s identity can be threatened; strengths and challenges are faced. Panelists will discuss the relationship between institutions and their communities. Disasters such as Sandy’s impact on the Rockaways and the Catholic community’s response to the World Trade Center disaster are just two of the topics that will be discussed.

**Moderator** – Jenny Swadosh, member, A.R.T. and NYDAWG

*Superstorm Sandy’s Destruction of Rockaway Beach Archives: Lessons for the Future*  
Vivian Rattay Carter, Author and researcher of Rockaway Beach

*Lessons Learned on Archiving Experiences Relating to Disaster: The Diocese of Brooklyn & Queens Religious/Spiritual Response to 9-11/WTC Documentation Project*  
Joseph Coen, R.C. Diocese of Brooklyn, and Diana Strock-Lynskey, Siena College

*Disaster Planning: ‘Fortune favors the prepared mind.’ –B. Pascal*  
David Kay, New York Digital Archivists Working Group (NYDAWG)

*Cultural Collections and Community Response After Hurricane Sandy*  
Elizabeth Nunan, Alliance for Response NYC

*Visual Sociology and Archival Opportunities Presented by Hurricane Sandy (2012) and Hurricane Ike (2008)*  
Demetra M. Pappas, St. Francis College

5:30 p.m. – 6:30 p.m.  Reception

The Archivists Round Table of Metropolitan New York, Inc. (A.R.T.) thanks MetLife for being a major sponsor of New York Archives Week since the inception of New York Archives Week in 1989. A.R.T. also thanks the Lucius N. Littauer Foundation for their generous ongoing support of New York Archives Week and A.R.T. programming. New York Archives Week events are free and open to the public thanks to their ongoing sponsorship. Their annual support makes New York Archives Week possible.

New York Archives Week 2013 Symposium Planning Committee  
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About A.R.T.  
Founded in 1979, the Archivists Round Table of Metropolitan New York, Inc. (A.R.T.) is a volunteer-led not-for-profit organization representing a diverse group of more than 700 archivists, librarians, records managers and those who support archival efforts in the New York metropolitan area. It is one of the largest local organizations of its kind in the United States with members representing approximately 375 repositories.  
[www.nycarchivists.org](http://www.nycarchivists.org)

About CJH  
The Center for Jewish History (CJH) is one of the foremost Jewish research and cultural institutions in the world. It is home to five partner organizations - American Jewish Historical Society, American Sephardi Federation, Leo Baeck Institute, Yeshiva University Museum and YIVO Institute for Jewish Research - whose collections total more than 500,000 volumes and 100 million documents and include thousands of pieces of artwork, textiles, ritual objects, recordings, films and photographs.  
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