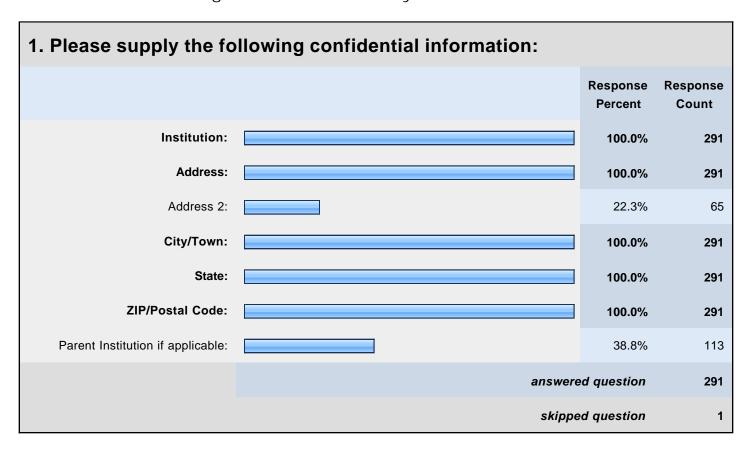
ISL-Illinois Connecting to Collections Survey on Preservation Needs



2. Which of the following most closely describes your primary function or service? (select one) Response Response Percent Count

		Response Percent	Response Count
Archives		4.5%	12
Library		52.6%	141
Museum		24.6%	66
Historical Society		6.3%	17
Historic House/Site		13.1%	35
Aquarium, Zoo, Arboretum, Botanical Garden, Nature Center, Archaeological Repository, or Planetarium		1.5%	4
	Other (ple	ase specify)	23
	answere	ed question	268
	skippe	ed question	24

3. Which of the following most closely describes your institution's governance? (Select one)

		Response Percent	Response Count
Non-profit, non-governmental organization or foundation		32.6%	89
Private college, university or other academic agency		11.4%	31
State-funded college, university or other academic agency		9.9%	27
Corporate or for-profit organization		2.2%	6
Federal		1.1%	3
State		13.2%	36
Local (county or municipal)		23.8%	65
Tribal		0.0%	0
Other (please specify)		5.9%	16
	Other (ple	ase specify)	27
	answere	ed question	273
	skippe	ed question	19

4. Describe your collection storage area(s). (Select all that apply)			
		Response Percent	Response Count
Separate building on-site		12.9%	36
Off-site		19.3%	54
3-D / archives together		17.1%	48
Separate dedicated spaces		47.1%	132
No separate dedicated storage area (s)		40.0%	112
	answere	ed question	280
	skippe	ed question	12

5. Do you use environmental controls to meet temperature specifications for the preservation of your collection? (Select one)			
		Response Percent	Response Count
Yes, in all areas		26.8%	74
In some, but not all areas		34.1%	94
No, in no areas		30.4%	84
Don't know		3.6%	10
Not applicable		5.1%	14
	answere	ed question	276
	skippe	ed question	16

6. Do you use environmental controls to meet relative humidity specifications for the preservation of your collection? (Select one)			
		Response Percent	Response Count
Yes, in all areas		17.3%	48
In some, but not all areas		30.3%	84
No, in no areas		41.9%	116
Don't know		5.1%	14
Not applicable		5.4%	15
answered question		277	
skipped question		15	

7. Do you control light levels to meet the specifications for the preservation of your collection?(Select one)			
		Response Percent	Response Count
Yes, in all areas		19.1%	53
In some, but not all areas		35.0%	97
No, in no areas		34.3%	95
Don't know		5.8%	16
Not applicable		5.8%	16
	answere	ed question	277
	skippe	ed question	15

8. Does your institution have a written, long-range preservation/conservation plan for the care of the collection (a document that describes a multi-year course of action to meet an institution's overall preservation needs for its collection)? (Select one)

		Response Percent	Response Count
Yes		5.6%	14
Yes, but it is not up-to-date		10.4%	26
No, but one is being developed		8.0%	20
No, but preservation is addressed in overall long-range plan		17.5%	44
No		57.8%	145
Don't know		0.8%	2
	answere	ed question	251
	skippe	ed question	41

9. Has a survey of the general condition of your collection been done (an assessment based on visual inspection of the collection and the areas where it is exhibited or held)? (Select one)

		Response Percent	Response Count
Yes		22.3%	56
Yes, but only of a portion of the collection		9.2%	23
Yes, but it is not up-to-date		13.9%	35
Yes, but only of a portion of the collection, and it is not up-to-date		11.6%	29
No		39.0%	98
Don't know		4.0%	10
	answere	ed question	251
	skippe	ed question	41

10. Does your institution have a written emergency/disaster plan that includes the collection? (Select one)

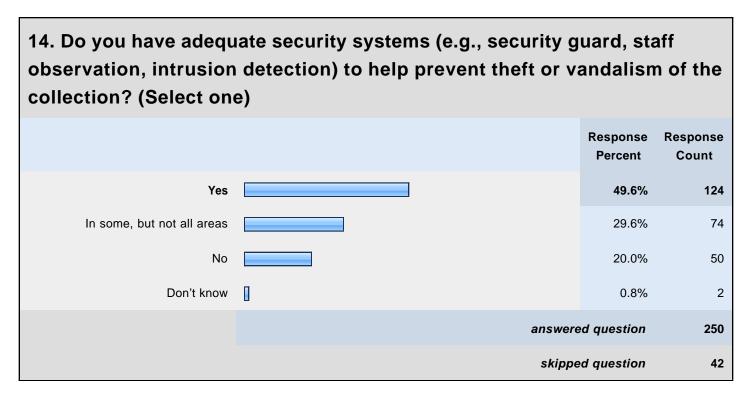
		Response Percent	Response Count
Yes		35.7%	89
Yes, but it is not up-to-date		12.0%	30
No, but one is being developed		10.8%	27
No		37.3%	93
Don't know		4.0%	10
	answer	ed question	249
	skipp	ed question	43

11. If you have a written emergency/disaster plan, is your staff trained to carry it out? (Select one)			
		Response Percent	Response Count
Yes		34.3%	84
No		27.8%	68
Don't know		6.9%	17
Have no written emergency/disaster plan		31.0%	76
	answere	ed question	245
skipped question		47	

12. If you have an emergency/disaster plan, does your institution have dedicated emergency supplies to respond to a disaster (an emergency kit and/or equipment and materials necessary [buckets, fans, water absorption devices, packing supplies, etc.] to begin emergency response)?

		Response Percent	Response Count
Yes		19.0%	44
Yes, but an insufficient supply		20.7%	48
No, but there is a plan to obtain supplies		11.2%	26
No		42.7%	99
Don't know		6.5%	15
	answere	ed question	232
	skippe	ed question	60

13. Are copies of vital collection records (e.g., inventory, catalog, insurance policies) stored offsite? (Select one)			
		Response Percent	Response Count
Yes		26.3%	66
Some, but not all		36.7%	92
No		28.3%	71
Do not have copies		0.8%	2
Don't know		6.8%	17
Do not have collection records		1.2%	3
	answere	ed question	251
	skippe	ed question	41



15. Which of the following most closely describes your current staffing for conservation/preservation? (Select all that apply)

		Response Percent	Response Count
Paid conservation/preservation staff (full-time or part-time)		16.0%	40
Volunteers (full-time or part-time)		18.8%	47
Conservation/preservation duties assigned to various staff as needed		42.8%	107
Conservation/preservation services obtained through external provider		14.8%	37
No staff person has conservation/preservation responsibilities		29.6%	74
	answere	ed question	250
	skippe	ed question	42

16. What does your conservation/preservation program include? (Select all that apply)

	Done by institution staff	Done by external provider	Not done currently, but planned	Not done	Not applicable	Response Count
a. Preventive conservation (e.g., housekeeping, holdings maintenance, rehousing, environmental monitoring)	73.1% (182)	4.0% (10)	4.0% (10)	15.7% (39)	6.8% (17)	249
b. Preservation management (e.g., administration, planning, assessment)	60.9% (151)	5.2% (13)	6.5% (16)	23.0% (57)	6.5% (16)	248
c. Conservation treatment (e.g., repair, mass deacidification, specimen preparation)	32.2% (78)	26.4% (64)	3.7% (9)	36.0% (87)	9.5% (23)	242
d. Preservation reformatting (e.g., preservation photocopying, microfilming)	38.0% (92)	15.7% (38)	9.1% (22)	31.8% (77)	13.2% (32)	242
e. Preservation of audio-visual media and playback equipment (e.g., preservation copies of media, maintaining equipment)	24.4% (60)	10.2% (25)	8.1% (20)	37.4% (92)	24.4% (60)	246
f. Preservation of digital materials and electronic records collections (e.g., migrating data to current software)	37.0% (90)	7.4% (18)	10.3% (25)	30.5% (74)	18.9% (46)	243
answered question					250	
				skipp	ed question	42

17. Do your collections include digital content (computer based representation of text, numbers, images, and/or sound, e.g., optical discs such as CDs or DVDs, Web sites, electronic books)? (Select one)

		Response Percent	Response Count
Yes		72.6%	180
No		23.8%	59
Don't know		2.0%	5
Not applicable		1.6%	4
	answere	ed question	248
	skippe	ed question	44

18. Does your institution's conservation/preservation mission or program include the 'responsibility to preserve' digital content?

	, to process a algum contains		
		Response Percent	Response Count
Yes		24.9%	62
No		47.8%	119
Don't know		16.9%	42
Not applicable		10.4%	26
	answere	ed question	249
skipped question		43	

19. Please indicate your institution's level of need in the following areas related to conservation/preservation.

	Already Have	No Need	Need	Urgent Need	Don't Know	Not Applicable	Response Count
a. An emergency/disaster plan	39.5% (98)	0.8% (2)	46.8% (116)	10.5% (26)	1.6% (4)	0.8% (2)	248
b. A prioritized long-range preservation/conservation plan	11.7% (29)	8.5% (21)	61.3% (152)	10.9% (27)	5.6% (14)	2.0% (5)	248
c. Planning surveys or assessments of collection	16.2% (40)	9.3% (23)	61.1% (151)	8.5% (21)	3.6% (9)	1.2% (3)	247
d. Staff training	18.4% (45)	8.2% (20)	61.5% (150)	7.0% (17)	4.1% (10)	0.8% (2)	244
e. Security	42.6% (104)	22.1% (54)	28.7% (70)	3.7% (9)	2.0% (5)	0.8% (2)	244
f. Environmental controls (e.g., heating, air conditioning, de- humidifying, humidifying)	36.2% (89)	10.6% (26)	37.4% (92)	10.2% (25)	4.5% (11)	1.2% (3)	246
g. Improvements to reduce collections' exposure to light	20.2% (50)	22.7% (56)	41.3% (102)	6.5% (16)	7.3% (18)	2.0% (5)	247
h. Conservation treatment (include specimen preparation)	8.1% (20)	14.6% (36)	58.1% (143)	5.3% (13)	8.5% (21)	5.3% (13)	246
i. Preservation of digital collections (digitized and born-digital)	11.0% (27)	15.1% (37)	46.5% (114)	6.5% (16)	9.0% (22)	11.8% (29)	245
j. Preservation of audio/visual collections	10.5% (26)	16.5% (41)	45.2% (112)	6.5% (16)	8.5% (21)	12.9% (32)	248
k. Integrated pest management (approaches to prevent and solve pest problems in an efficient and ecologically sound manner)	29.3% (72)	21.5% (53)	35.4% (87)	2.4% (6)	9.8% (24)	1.6% (4)	246
					answer	ed question	248
					skipp	ed question	44

20. For all your collections that are currently in need of treatment, identify all the causes of the damage or loss of access to them.

	No Damage or Loss	Some Damage or Loss	Significant Damage or Loss	Don't Know	Response Count
a. Handling (e.g., by researchers, staff, in shipping)	30.5% (73)	56.5% (135)	3.3% (8)	9.6% (23)	239
b. Water or moisture (e.g., mold, stains, warping)	40.8% (97)	47.1% (112)	4.6% (11)	7.6% (18)	238
c. Light (e.g. fading, discoloration)	26.4% (63)	57.7% (138)	4.6% (11)	11.3% (27)	239
d. Airborne particulates or pollutants (e.g., dust, soot)	35.8% (86)	46.3% (111)	3.8% (9)	14.2% (34)	240
e. Fire	90.2% (212)	3.4% (8)	1.3% (3)	5.1% (12)	235
f. Improper storage or enclosure (e.g., bent, creased, adhered together)	27.2% (65)	61.9% (148)	4.2% (10)	6.7% (16)	239
g. Pests	59.7% (142)	27.3% (65)	0.8% (2)	12.2% (29)	238
h. Vandalism	71.8% (168)	21.4% (50)	2.1% (5)	4.7% (11)	234
i. Physical or chemical deterioration (due to temperature, humidity, aging, e.g., brittle paper, flaked paint, cracked leather, degradation of electronic media)	12.2% (29)	66.8% (159)	12.2% (29)	8.8% (21)	238
j. Technological obsolescence of digital or audio/visual collections	28.3% (68)	42.5% (102)	5.4% (13)	23.8% (57)	240
k. Prior improper treatment(s) or restoration	29.5% (70)	48.5% (115)	2.1% (5)	19.8% (47)	237
			an	swered question	242
			S	kipped question	50

21. Do you promote awareness of conservation/preservation activities using the following?

	Yes	No	Not Done Currently, but Planned	Don't Know	Not Applicable	Response Count
a. Educating donors and/or trustees about preservation activities (e.g., in tours, demonstrations)	29.6% (73)	53.0% (131)	6.5% (16)	4.0% (10)	6.9% (17)	247
b. Presenting preservation activities to members' or friends' groups (e.g., in educational programming, printed/promotional materials)	24.6% (60)	55.7% (136)	10.7% (26)	1.6% (4)	7.4% (18)	244
c. Highlighting preservation activities in exhibitions or other programs for the public	23.1% (57)	57.1% (141)	10.1% (25)	2.4% (6)	7.3% (18)	247
d. Serving as a source for conservation/preservation information to the public (e.g., responding to queries)	38.2% (94)	44.7% (110)	8.1% (20)	2.8% (7)	6.1% (15)	246
e. Using conservation/preservation as part of a strategy for earned income (e.g., selling archivally safe materials in shop, providing conservation on a fee-for-service basis)	4.5% (11)	78.1% (193)	3.2% (8)	3.2% (8)	10.9% (27)	247
f. Featuring preservation work on Website	9.4% (23)	67.8% (166)	11.0% (27)	2.4% (6)	9.4% (23)	245
answered question				247		
				skipj	ped question	45

22. How many staff are currently employed at your institution? Include all staff, not just those for preservation. Do not express in full-time equivalents (FTEs). Indicate "0" if you have no staff in a category. Please give your best estimate if you are unsure or write 'don't know' in the box.

		Response Percent	Response Count
Full-time paid staff		91.6%	219
Part-time paid staff		91.6%	219
Full-time unpaid staff		54.4%	130
Part-time unpaid staff		64.9%	155
	answere	ed question	239
	skippe	ed question	53

23. On average, about how long do staff members with decision-making responsibility remain on staff? (Include full-time, part-time, paid and unpaid)

unpaid)			
		Response Percent	Response Count
Less than 6 months		0.0%	0
6 months to 1 year		0.8%	2
1 to 2 years		1.7%	4
2 to 5 years		16.3%	39
5 to 10 years		31.3%	75
10 to 15 years		25.4%	61
more than 15 years		24.6%	59
	answere	d question	240
	skippe	d question	52

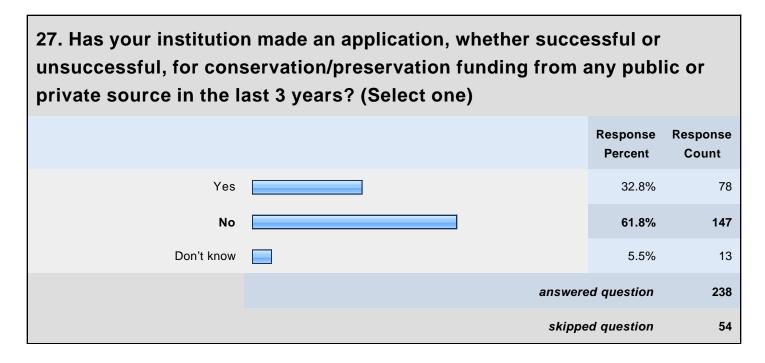
24. How many visitors or users did you serve last year? Indicate "0" if you had no visitors or users in a category. Please give your best estimate if you are unsure or write 'don't know'.

		Response Percent	Response Count
a. On site		97.9%	228
b. Off site (e.g., traveling exhibitions, bookmobiles, educational programs)		87.6%	204
c. Electronic (e.g., visits to Web site, electronic distribution lists, electronic discussion groups)		92.7%	216
	answere	ed question	233
	skippe	ed question	59

25. What was your institution's total annual operating budget for the most recently completed fiscal year?

		Response Percent	Response Count
Less than \$10,000		6.4%	15
\$10,000 to 50,000		17.0%	40
\$50,000 to 100,000		11.9%	28
\$100,000 to 200,000		17.4%	41
\$200, 000 to 500.000		13.2%	31
\$500,000 to 1,000,000		10.2%	24
\$1,000,000 to 5,000,000		14.0%	33
\$5,000,000 to 10,000,000		4.3%	10
\$10,000,000 or more		5.5%	13
	answere	d question	235
	skippe	d question	57

	specifically allocated for conservational budget? (Select one)	on/prese	rvation
		Response Percent	Response Count
Yes		28.3%	67
No		65.8%	156
Don't know		5.9%	14
	If yes, how much is annuall	y budgeted?	54
	answere	ed question	237
	skippe	ed question	55



28. If your institution did not make a grant application for conservation/preservation funding from any public or private source in the last 3 years, which of the following factors influenced the decision not to apply? (Select all that apply)

		Response Percent	Response Count
Not aware of appropriate funding sources		43.2%	79
Lack of staff time or expertise to complete application		55.7%	102
Additional project planning or preparation necessary before requesting grant funds		36.1%	66
Conservation/preservation not an institutional priority		20.8%	38
Currently have sufficient sources of funding		3.3%	6
Have applied for grant(s) from external sources in the past but have been unsuccessful		4.9%	9
Not applicable		18.6%	34
Don't know		6.6%	12
	Other, ple	ase specify:	24
	answere	ed question	183
	skippe	ed question	109

29. What do you believe is at high risk in your institution? (Select all that apply)

	Yes	No	Not Applicable	Response Count
a. Books and Bound Volumes (monographs, serials, newspapers, scrapbooks, albums, pamphlets)	54.3% (125)	38.7% (89)	7.0% (16)	230
b. Unbound Sheets (archival records, manuscripts, maps, oversized items, ephemera, broadsides, philatelic and numismatic artifacts, other paper artifacts)	48.3% (111)	33.9% (78)	17.8% (41)	230
c. Photographic Collections (microfilm, microfiche, photographic prints, negatives, slides, transparencies, daguerreotypes, ambrotypes, tintypes, glass plate negatives, lantern slides)	52.2% (121)	32.3% (75)	15.5% (36)	232
d. Moving Image Collections (motion picture film, video tape, laser disc, CD, DVD, minidisk)	34.3% (79)	37.0% (85)	28.7% (66)	230
e. Recorded Sound Collections (cylinder, phonodisc, cassette, open reel tape, DAT, CD, DVD, MP3)	34.1% (78)	36.2% (83)	29.7% (68)	229
f. Digital Material Collections (floppy discs, CD-R, DVD-R, data tape, online collections)	36.0% (82)	39.5% (90)	24.6% (56)	228
g. Art Objects (paintings, prints, drawings, sculpture, decorative arts (e.g., fine metalwork, jewelry, timepieces, enamels, ivories, lacquer))	41.1% (95)	33.8% (78)	25.1% (58)	231
h. Historic and Ethnographic Objects (textiles (including flags, rugs, clothing and accessories), ceramics, glass, (including stained glass), ethnographic artifacts (e.g., leather, skin, baskets, bark),				

metalwork (e.g., arms and armor, medals, coins), furniture, domestic artifacts (including frames, household tools/machines, dolls/toys, musical instruments), technological and agricultural artifacts, medical and scientific artifacts, transportation vehicles)	45.7% (105)	27.0% (62)	27.4% (63)	230
i. Archaeological Collections	6.9% (16)	36.2% (84)	56.9% (132)	232
j. Natural Science Specimens (zoological, botanical, geological, paleontological, paleobotany specimens)	7.4% (17)	25.5% (59)	67.1% (155)	231
k. Living Collections	2.6% (6)	20.3% (47)	77.2% (179)	232
			answered question	237
			skipped question	55

30. How useful would the following assistance be to you? Marginally Response Very Useful Useful **Not Useful** Useful Count a. Assistance in preparing an 29.9% (70) 19.7% (46) 14.1% (33) 234 36.3% (85) emergency/disaster plan b. Training for staff in emergency 37.3% (87) 41.6% (97) 13.3% (31) 7.7% (18) 233 response c. Assistance in preparing a prioritized long-range 38.2% (89) 13.3% (31) 8.6% (20) 233 39.9% (93) preservation/conservation plan d. Assistance in obtaining a general needs assessment or condition 234 39.7% (93) 32.5% (76) 18.4% (43) 9.4% (22) survey e. Assistance in preservation of 23.7% (55) 26.7% (62) 19.4% (45) 232 30.2% (70) digital collections f. Assistance in preservation of 24.7% (57) 26.0% (60) 21.6% (50) 231 27.7% (64) audio/visual collections g. Online collections care 26.0% (59) 227 30.8% (70) 23.8% (54) 19.4% (44) information. Specify topic(s)below h. Collections care workshops. 223 32.7% (73) 17.9% (40) 13.0% (29) 36.3% (81) Specify topic(s)below Online collections care or workshop topics: 81 answered question 235

skipped question

57

31. How many individuals in your institution would benefit from this assistance?			
		Response Percent	Response Count
1		9.8%	23
2-5		66.8%	157
6-10		13.6%	32
11-15		2.6%	6
16-20		1.3%	3
More than 20		4.3%	10
Not applicable		1.7%	4
	answere	ed question	235
	skippe	ed question	57

32. Have you or a staff member ever attended a preservation related workshop?		
	Response Percent	Response Count
Yes	72.0%	170
No	28.0%	66
	answered question	236
	skipped question	56

33. To participate in future work to improve preservation prinstitution, could you provide 4 to 5 days of staff time over two years?		
	Response Percent	Response Count
Yes	86.3%	201

13.7%

answered question

skipped question

32

233

105

No

skipped question	59
34. What resources do you use now to answer your preservation questions? (Institutions, websites, published information)	
	Response Count
	187
answered question	187

35. What assistance in meeting your preservation needs would be most useful to you?	
	Response Count
	174
answered question	174
skipped question	118

36. What formats would be most useful to you and your staff for preservation training and assistance (select your top three)

		Response Percent	Response Count
site visits		62.7%	146
one day in person workshops		76.0%	177
multi-day in person workshops		26.6%	62
webinars		32.2%	75
on-line asynchronous workshops/courses		18.9%	44
on-line synchronous workshops/courses		15.5%	36
educational websites		49.8%	116
blogs		11.6%	27
wikis		8.6%	20
paper newsletters		13.3%	31
paper bulletin or pamphlets		20.2%	47
	answere	ed question	233
	skippe	ed question	59

37. Name of contact person completing or coordinating survey (will remain confidential)

confidential)		
		Response Count
		236
	answered question	236
	skipped question	56

38. Title		
		Response Count
		236
	answered question	236
	skipped question	56

39. Responsibilities re	garding preservation activities	
		Response Count
		236
	answered question	236
	skipped question	56

40. Phone number		
		Response Count
		223
	answered question	223
	skipped question	69

41. Fax number		
		Response Count
		177
	answered question	177
	skipped question	115

42. Email address		
		Response Count
		227
	answered question	227
	skipped question	65

43. If none of the above apply, is there an alternate way to contact you?		
		Response Count
		15
	answered question	15
	skipped question	277

44. May we have permission to include the name of your institution in a published list of survey participants?			
(Your survey responses will not be linked to your name)			
		Response Percent	Response Count
Yes		96.2%	227
No		3.8%	9
	answered question		236
skipped question		56	

45. Would you like to be considered as a member of a focus group to inform statewide preservation planning? Response Response Percent Count 102 Yes 43.2% No 56.8% 134 answered question 236 skipped question 56

46. Please indicate your interest in attending the following regional meetings to discuss preservation related topics.

		Response Percent	Response Count
EVENT 1 IN-PERSON: Tuesday, August 25, 2009 - East Peoria - Assessing Environmental Conditions & Collections Care		20.8%	49
EVENT 1 JOINING FROM A VIDEOCONFERENCE SITE: Tuesday, August 25, 2009 - Assessing Environmental Conditions & Collections Care		22.9%	54
EVENT 2 IN-PERSON: Friday, September 25, 2009 - Carbondale - Disaster Planning & Response		13.1%	31
EVENT 2 JOINING FROM A VIDEOCONFERENCE SITE: Friday, September 25, 2009 - Disaster Planning & Response		23.3%	55
EVENT 3 IN-PERSON: Monday, October 26, 2009 - Champaign - Building Public & Professional Awareness		20.3%	48
EVENT 3 JOINING FROM A VIDEOCONFERENCE SITE: Monday, October 26, 2009 - Building Public & Professional Awareness		16.1%	38
EVENT 4 IN-PERSON: Thursday, November 5, 2009 - Chicago - Future Preservation Needs		27.1%	64
EVENT 4 JOINING FROM A VIDEOCONFERENCE SITE: Thursday, November 5, 2009 - Future Preservation Needs		19.1%	45
Unsure at this time		44.5%	105
	answered question		236
	skippe	ed question	56