

# Preservation and Conservation Assessment of Third German Protestant Church of Cincinnati Collection

UC Libraries, Archives and Rare Books

3/8/2018, Ashleigh Ferguson Schieszer, Sue Reller

## Overview

This is an 18-volume collection of early Cincinnati baptismal, marriage, and funeral records that predate city records. These materials are heavily used by genealogy researchers and scholars. The following is a preservation and conservation assessment conducted on 3/8/18 to outline the conservation work involved to help ARB prepare for digitization of the collection.

## Executive Summary

Conservation staff will conduct treatment to improve condition issues as well as provide custom enclosures and recommendations for digitization handling. Conditions of materials range from severely damaged ledgers to materials in structurally good condition. Most materials suffer from cosmetic leather deterioration and can be treated to structurally stabilize their format for digitization. Nearly all volumes do not warrant disbinding.

Within the survey, 18 volumes are grouped into six batches to pair up volumes with like conditions and treatment proposals.

**Estimated conservation treatment and housing timeline:** 70-100 hours spread out over 12 months to be mixed in with regular ARB workflow.

### *Suggested conservation\* schedule:*

4/17/18 (begin next special collections meeting)

- **Bring batch 1** (four books: V. 1, 3, 4, and 5) to the special collections meeting to begin workflow

6/20/18

- **Bring batch 2 (one book: V.2)**
- Return batch 1 to ARB or hand off to Digital Lab at UC

8/15/18

- **Bring batch 3 (two books: V.6 and V.13)**
- Return V.2 or give to Digital Lab

10/17/18

- **Bring batch 4 (one book: V.7)**
- Return V.6 and 13 or hand off to Digital Lab

12/19/18

- Bring batch 5: 8 books (V.8-11, 14-18)
- Return V.7 or hand off to Digital Lab

2/20/19

- **Bring batch 6 (v. 12)**
- Return V.8-11, 14-18 or hand off to Digital Lab

4/17/19

- Return V.12 or hand off to Digital Lab

# Preservation and Conservation Assessment of Third German Protestant Church of Cincinnati Collection

UC Libraries, Archives and Rare Books

3/8/2018, Ashleigh Ferguson Schieszer, Sue Reller

\*Arrangements for digitization should be made with Linda Newman, either during the special collections intake meetings, or outside the meetings should a contract digitization lab be employed.

Treatment survey recommendations were made with an eye to preserve as much of the original material as possible while balancing long-term preservation and workload with the following assumptions:

- Minimal surface cleaning, limited to improve legibility of faded writing or to remove loose dirt that is problematic during digitization handling.
- Treatment stabilization may include consolidation of red rotted leather and/or performing non-interventive treatment such as sleeving damaged leaves instead of repairing, as well as housing the bindings in polyethylene Colibri jackets instead of rebacking.
- If books are disbound, they will not be rebound unless requested. Boards and sewing may be removed during disbinding but will be retained in the enclosure with the textblock, and/or photographic documentation may be performed to record the physical structure of a binding prior to intervention.
- Because this collection may be digitized out-of-house, the treated bindings will be securely housed in corrugated clamshells in preparation for the possibility of transit.

## Description and Condition of Collection

The collection consists of 18 bindings ranging in size from 10 ½ inches tall to 16 inches tall and date to 1814-1982. Most bindings are spring back suede leather bindings with panel decoration and ruled pages containing handwritten graphite or ink inscriptions. Four ledgers from approximately the 1960's – 1980's are wrapped in a green cloth wrapper that is taped to the inside of the covers with electrical tape.

Most bindings are suffering from severe leather degradation, red rot, detached boards or loose hinges, and brittle pages that are crumbling around the edges. The handwritten inscriptions are faded in some cases. The older textblocks are especially coated in loose dirt or soot.



Collection is housed flat on four shelves in ARB

## Survey



### Batch 1

**V.1** (1814-1848), full leather spring back binding, 13 x 8 ¾ x 2 ¼ (measurements for boxing)

Poor

Estimated treatment time: 16 hours

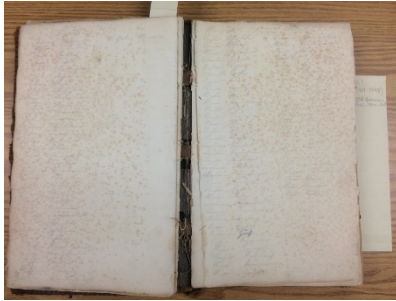
Photodoc: yes

Leather tapes, sewing loose, some graphite difficult to read because of foxing, leather spine lining nearly detached

# Preservation and Conservation Assessment of Third German Protestant Church of Cincinnati Collection

UC Libraries, Archives and Rare Books

3/8/2018, Ashleigh Ferguson Schieszer, Sue Reller



1. IR graphite pages (?)
2. Remove white label from cover
3. Hinge in detached leaves (do not repair edge tears)
4. Line textblock spine with reversible spine lining.
5. Reattach leather spine with Lascaux
6. Stabilize leather along joints with kozo and dry wheat starch paste
7. Consolidate board edges
8. Colibri

Graphite difficult to read because of foxing



## Batch 1

**V3, V4, V5** (1848-1882), Full leather spring back with missing leather spine except for overbands, blue paper, cloth tapes,

Poor (Vol 4 in worst condition of the three)

Estimated treatment time: 4 hours

Photodoc: no

Inner hinges broken, worn edges, leather spine lining beginning to detach



1. Remove white label from cover
2. Line exposed textblock spine with reversible spine lining and wheat starch paste.
3. Reattach leather spine with Lascaux
4. Stabilize inner hinge
5. Colibri



## Batch 2

**V.2** (1838-1855), full leather springback binding tied in red cloth tape

16 x 11 x 2 ½

Severe

Est treatment time: 12 hours

Photodoc: maybe

Spine detached, cloth tapes, first leaves extremely dirty, appears to have upper and lower portions of the textblock missing



1. Remove white label from cover
2. Sleeve detach leaves in Mylar I-sleeves
3. Line textblock spine with reversible kozo layer
4. Reattach spine with tissue
5. Inner hinge stabilization
6. Colibri cover

# Preservation and Conservation Assessment of Third German Protestant Church of Cincinnati Collection

UC Libraries, Archives and Rare Books

3/8/2018, Ashleigh Ferguson Schieszer, Sue Reller

---



## Batch 3

**V. 6.** (1853-1888) Full leather springback binding with cord supports,  
9 ½ x 13 x 2 ½

Fair

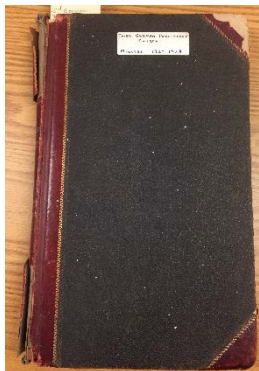
Est treatment time: 4 hours

Photodoc: no

Heavy loose dirt accumulation on the textblock, broken inner hinge, detached first leaves, worn caps and cover edges



1. Remove white label from cover
2. Surface clean sooty pages with writing (not all)
3. Hinge in detached leaves – consider inner hinge repair of cover
4. Colibri



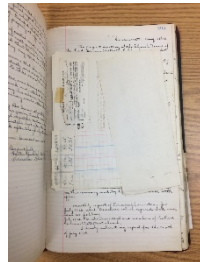
## Batch 3

**V. 13** (1920-1928) Half red leather with black cloth boards, 14 ¼ x 9 x 1 ½

Poor

Photodoc: maybe of loose material with pins to be removed

Estimated treatment time: 1-2 hours



Red leather spine is torn along joint, loose material contains metal pins

1. Remove white label
2. repair joints to leather spine
3. minor surface cleaning
4. mylar l-sleeve of loose materials
5. colibri

## Batch 4

**V. 7** (1863-1882) Full leather spring back with vellum supports, 11 x 15 ¾ x 2 ½

Severe

Est Treatment Time: 10 hours

Photodoc: yes

Boards fully detached, spine lost, leather nearly lost from boards, heavy dirt accumulation

1. Remove white label

## Preservation and Conservation Assessment of Third German Protestant Church of Cincinnati Collection

UC Libraries, Archives and Rare Books

3/8/2018, Ashleigh Ferguson Schieszer, Sue Reller

2. Surface clean loose dirt
3. Consolidate red rotted leather
4. Line spine with kozo and reversible wheat starch paste
5. House detached sheets in mylar sleeves or hinge in
6. Hinge on 20 board boards to spine of textblock to reattach detached covers with Colibri jacket

---

### Batch 5

**V. 8, 9, 10, 11** (1882 – 1982) Green cloth covered springback ledgers

16 x 11 ¼ x 2

16 x 11 ¼ x 1 ½

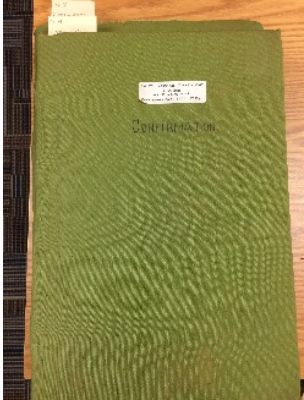
16 1/8 x 11 ¼ x 2 ¼

16 ¼ x 11 ½ x 2

Good

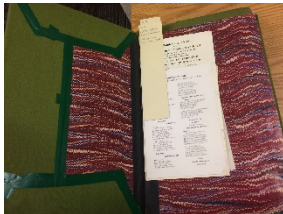
Estimated treatment time: 2-3 hours each

Photodoc: yes – remove green covers, document bindings below and reattach green cover with reversible method



First leaves extremely dirty – cannot be handled!, green cloth covers are attached with electrical tape, loose notes in back

1. Remove white label and electrical tape
2. Photograph bindings
3. Surface first few leaves only
4. Minor hinge repair of v.8
5. Sleeve loose leaves in mylar l-sleeves
6. Colibri



---

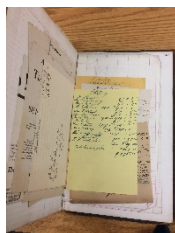
### Batch 5

**V. 14** (1884-1919), half leather binding with black cloth boards 14 x 9 x 1 ½

Fair

Photodoc: no

Estimated treatment time: 1-2 hours



Leather corners missing, spine leather missing, structurally OK, vellum tapes, many loose sheets in back of binding (no label)

1. Consolidate cover as needed
2. Surface clean a few of the dirtiest leaves
3. House loose material in mylar sleeves

---

### Batch 5

## Preservation and Conservation Assessment of Third German Protestant Church of Cincinnati Collection

UC Libraries, Archives and Rare Books

3/8/2018, Ashleigh Ferguson Schieszer, Sue Reller



**V. 15** (1897- 1920) Half leather with cloth boards, ruled leaves, 14 ¼ x 9 x 1

Good

Estimated treatment time: 1 hour

Photodoc: no

Leather is red-rotted and paper is dirty. (no label)

1. Consolidate leather
2. Surface clean
3. Colibri



---

### Batch 5

**V.16** (1927-1933) Half red leather with black cloth boards, overstuffed! Loose material, 14 ½ x 9 91/2 x 3 ¼

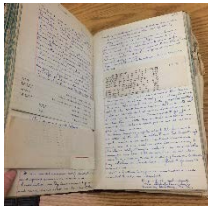
Fair

Estimated treatment time: 4-8 hours

Photodoc: no

Binding in good condition but textblock is overstuffed with attached ephemera that is folded.

1. House loose material in mylar sleeves
2. Repair attached and folded materials that are difficult to open or read
3. Colibri



---

### Batch 5

**V.17** (1917-1924) half (fake) leather with cloth covered boards, "Roll Book" stamped in gold,

Fair

Estimated treatment time: 3 hours

In fairly good shape aside from dirt and break in textblock on 1921 January, attached records are cockled and dirty but will not be treated unless requested.

1. Surface clean
2. Repair break
3. Consider jacket

---

### Batch 5

**V. 18** (1895-1922), full suede leather spring back binding, 16 ¼ x 11 ½ x 2 ½

Fair

Photodoc: no

Treatment time estimate: 2-3 hours

The leather cover is suffering from red rot but is structurally sound.

# Preservation and Conservation Assessment of Third German Protestant Church of Cincinnati Collection

UC Libraries, Archives and Rare Books

3/8/2018, Ashleigh Ferguson Schieszer, Sue Reller

1. Brush out debris
2. Consolidate leather and adhere lifting leather to board
3. Surface a few of the dirtiest leaves in the front
4. House loose material in I-sleeves
5. Colibri cover



## Batch 6

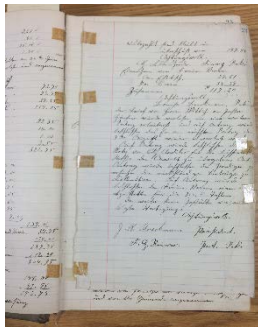
**V. 12** (1902-1920) Full cloth covered spring back binding with leather corners in the style of the leather panel decorated ledgers, 13 x 9 x 2

Fair

Estimated treatment time: 4-6 hours

Photodoc: no

Cloth edges are frayed, joint is tearing, acidic endleaves, taped detached leaves that are stained brown



1. remove white label
2. consolidate frayed cloth and adhere down lifting leather label
3. remove tape as possible
4. hinge in two detached leaves
5. colibri