

Preservation Department on the Move

The Preservation Department is preparing for their moves to 344 Winchester. The use of the plural 'moves' refers to the fact that the department will move in two stages. Starting July 6th the preservation administrative office, Preservation Services, Digital Preservation Services, and Conservation & Exhibit Services will move into a new custom designed facility adjacent to the Beinecke Rare Book & Manuscripts' technical services area, 344 Winchester. This new preservation space of about 12,000 square feet is almost double the space that these operations now occupy in Sterling Memorial Library.

The second move is scheduled to occur in December 2015 when Digital Reformatting & Microfilm Services joins the rest of the department at 344 Winchester. Their space will be slightly down the hall from the rest of the Preservation Department. They too will have custom designed facility that will increase their work space dramatically.

The department's first move is a result of partnering with the Beinecke Rare Book & Manuscripts' move of their technical services to 344 Winchester. The second move is a result of partnering with the Library's move of all technical services operations out of Sterling Memorial Library to 344 Winchester.

By this time next year the Yale University Library Center for Library Preservation & Conservation's facilities will match the quality of its research collections. The new layout will allow for more efficient work within each unit and better coordination of work across preservation units thereby allowing for more and even better care of the vast collections across the Library.

But with the moves will come **slight pauses in services**. We will be letting affected areas know about service interruptions well ahead of the periods and sending out reminders. For the first set of moves in July, the following dates are important to keep in mind:

Binding

Last day to send for binding for FY15 is Friday, May 29

First day to send for binding in FY16 is Monday, July 13

General Collections

Last day to send general collections materials for conservation treatment or housing is Friday, May 29

Special Collections

All special collection materials for conservation treatment or housing will be returned to their collections by Monday, June 1