



STRATEGY of LIBRARIANS in THE PRESERVATION of LIBRARY MATERIALS : A LITERATURE REVIEW

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Abstract

Maintaining library materials is an important part of library management because it aims to ensure that the collection remains accessible and survives for the next generation. Librarians are critical to ensuring that library materials remain safe, maintained, and relevant. The purpose of this article is to provide an overview of the literature regarding approaches that librarians can use in carrying out the task of preserving library materials. This article also discusses the role and strategies of librarians in preserving library materials through a comprehensive literature review. Preserving library materials is an important effort to maintain the continuity and availability of information for future generations. Librarians have a big responsibility in ensuring that library materials are protected from physical, chemical and biological damage. Through various literature, this article identifies various strategies used by librarians, including preventive and restorative methods, digitalization, and the use of information technology. Observation results show that collaboration between librarians, training and increasing competence, and the use of advanced technology are the keys to effective preservation efforts. Apart from that, this article also highlights the challenges librarians face in the preservation process, such as budget limitations and lack of awareness of the importance of preservation. Overall, this literature reflection provides an in-depth picture of how librarians can develop and implement effective strategies to maintain the sustainability of library materials. This is a new author guideline and article template of Jurnal El-Pustaka June 2022 edition. Abstract is written briefly and factually using book Antiqua font, 10 pt with text length between 200-250 words. English version abstracts are written in past tense and in good sentences. Do not use abbreviations or citation in the abstract. Results and conclusions are written in present tense. Abstract includes problems background, research objectives, research methods, results, and conclusions.

Keywords: *Preservation of library materials, Preservation strategies, conservation of library materials*

STRATEGI PUSTAKAWAN DALAM PERESERVASI BAHAN PUSTAKA : SUATU TINJAUAN LITERATUR

Abstrak

Memelihara bahan pustaka merupakan bagian penting dari manajemen perpustakaan karena bertujuan untuk memastikan bahwa koleksi tetap dapat diakses dan bertahan untuk generasi berikutnya. Pustakawan sangat penting untuk memastikan bahwa bahan perpustakaan tetap aman, terpelihara, dan relevan. Tujuan dari artikel ini adalah untuk memberikan tinjauan literatur mengenai pendekatan yang dapat digunakan pustakawan dalam melaksanakan tugas pelestarian bahan perpustakaan. Artikel ini juga membahas peran dan strategi pustakawan dalam melestarikan bahan perpustakaan melalui tinjauan literatur yang komprehensif. Pelestarian bahan pustaka merupakan upaya penting untuk menjaga keberlangsungan dan ketersediaan informasi bagi generasi mendatang. Pustakawan memiliki tanggung

jawab yang besar dalam memastikan bahan pustaka terlindungi dari kerusakan fisik, kimiawi dan biologis. Melalui berbagai literatur, artikel ini mengidentifikasi berbagai strategi yang digunakan oleh pustakawan, termasuk metode preventif dan restoratif, digitalisasi, dan penggunaan teknologi informasi. Hasil observasi menunjukkan bahwa kolaborasi antar pustakawan, pelatihan dan peningkatan kompetensi, serta penggunaan teknologi canggih merupakan kunci dari upaya pelestarian yang efektif. Selain itu, artikel ini juga menyoroti tantangan yang dihadapi pustakawan dalam proses preservasi, seperti keterbatasan anggaran dan kurangnya kesadaran akan pentingnya preservasi. Secara keseluruhan, refleksi literatur ini memberikan gambaran mendalam tentang bagaimana pustakawan dapat mengembangkan dan menerapkan strategi yang efektif untuk menjaga keberlanjutan bahan pustaka

Kata Kunci: Pelestarian bahan pustaka, Strategi pelestarian, Konservasi bahan pustaka

INTRODUCTION

Preservation of library materials is an important part of library management. The goal is to maintain access to information and knowledge for future generations. Library materials include books, manuscripts, archives and digital media. All of these are susceptible to physical, chemical and biological damage. Damage can occur due to environmental factors, such as temperature humidity, and improper lighting. In addition, insects and mold can also cause damage (Deegan, 2018). In addition, the continuous use of library materials can also cause wear and tear.

Preservation of library materials involves maintaining the physical condition of the items and preserving the information they hold. Preservation is done to extend the shelf life of library items and increase their accessibility to users, thus ensuring that the library remains well-maintained and attractive to visitors. Planning management is essential for maintaining a library. It is an important issue for libraries. Its purpose is to preserve, maintain, and restore library items. Preservation of library items involves maintaining the physical condition and the information they contain. Preservation is done to extend the usefulness and accessibility of library items. Users will enjoy visiting the library because the library items are well-maintained. Preserving and preserving library assets requires expensive technology, resources, and specialized professionals. Preservation and conservation of library items include reproduction, binding, lamination, repairing damaged book spines, and restoring damaged book pages. repairing damaged pages, reinforcing loose pages, protecting library resources, fumigation, etc (Angga Reza Dwi Pradana¹ Yusra Dewi Siregar, 2023).

Librarians have an important role in maintaining and managing library materials. Their job involves more than just organizing and storing. They also develop strategies to prevent damage as well as repair damaged library materials. Thus, librarians contribute greatly to the preservation of these information sources (Syaf'aini Harefa et al., 2024). In this digital era, new challenges and opportunities arise with information technology that enables digitization of library materials as one of the effective preservation methods.

Efforts to preserve library materials often face various challenges. Librarians are often hampered by limited budgets, lack of skilled personnel, and low awareness of the importance of preservation among the public and policy makers (Adeyeye & Akinlonu, 2024). An in-depth understanding of the role and strategies of librarians in the preservation of library materials is essential. This research will identify aspects that need more attention and provide suggestions to improve preservation practices in libraries.

By understanding the role and strategies of librarians in preservation, it is hoped that valuable collection resources can be preserved and remain available for future generations. The main task of librarians is to maintain the sustainability and accessibility of reading materials for library visitors, one of which is by preserving these resources. In the current era, preserving library materials has become increasingly challenging due to digital formats and the potential for data loss (Yakubu et al., 2022). Therefore, librarians need to develop robust strategies to ensure the sustainability of their collections.

Preservation or conservation of library materials is very necessary to anticipate and prevent damage to library materials. Conservation according to the Great Dictionary of the Indonesian Language, (2002:589) is an effort to preserve; maintenance; guard; and protection. While conservation has the meaning of maintaining and protecting something regularly to prevent damage and destruction by preserving; preservation; preservation.

Conservation and preservation activities within the scope of library work have many variations and types, including fumigation, reproduction, and scanning(Aulianida et al., 2019).

Preservation of library materials is not only concerned with the physical preservation of library materials but also the preservation of information contained in the collection. Preservation carried out on library materials is carried out so that the library materials are used for a longer period of time and can meet the information needs of users in the library. This also makes users happy and comfortable to always come to the library because the library is always well maintained and cared for. Therefore, planning management is needed in the preservation of a library. This must be an important concern for a library. Its function is to be able to maintain, care for, and repair library materials(Zalmi, 2020).

Libraries need to be kept relevant and can continue to function as educational and research institutions. In the era of information technology development and digitization, the role of librarians is becoming increasingly important in preserving library materials (Aulia & Salim, 2023). In this context, librarians' strategies for preserving library materials are an interesting topic to discuss. As the main manager of the library, librarians have the responsibility to maintain the collection of library materials, both physical and digital. This includes not only preserving the physical materials, but also thinking of ways to keep them accessible and relevant for current and future users.

RESEARCH METHODS

This research uses a qualitative approach with a literature review method to understand the role and strategies of librarians in maintaining library materials. Researchers analyzed written sources such as scientific journals and reference books by

collecting data from academic databases such as Google Scholar and JSTOR using relevant keywords. The research process includes data collection, selection, analysis and conclusion (Sugiyono, 2022). The aim was to provide an in-depth insight into how librarians can design effective preservation strategies. The analysis is expected to identify the challenges librarians face and possible solutions. It is hoped that the results of this study can make a meaningful contribution to practice and research in the field of libraries and information, and open up opportunities for further research on the preservation of library materials.

RESULTS AND DISCUSSION

In the rapid development of libraries, librarians need to be prepared for changes in technology and the needs of users. A good storage strategy must be adapted to technological advances and user demands, including the ability to store more information. Support from the library institution is essential to carry out this storage strategy. This includes providing adequate resources in terms of manpower, budget, and infrastructure needed to maintain the collection in a sustainable manner (Beskaravainaya & Mitroshin, 2024).

Librarians need training and professional development to understand how to properly implement preservation strategies. Cooperation with the Library Materials Maintenance Community can strengthen collaboration between librarians and other library materials maintenance groups, as well as with other institutions (Sudiarti et al., 2023). Librarians need to improve their understanding of good preservation practices. They should share resources and the best methods for preserving collections. This can be done through the exchange of knowledge and experience with the community.

The application of standards and preservation guidelines set by the relevant institutions is an important basis for ensuring that library materials are stored properly

and consistently (Mukherjee & Das, n.d.). To maintain the durability and quality of library collections, librarians must ensure that the care methods they use are in line with the standards. It is important for libraries to continuously assess and improve their collection care practices in order to optimize existing practices.

By involving library users and others in the evaluation, librarians can gain valuable feedback to improve their preservation services. Taking this feedback into account, librarians can design more efficient and sustainable preservation strategies. This will help them maintain the sustainability and relevance of the library's collections in the face of future challenges. A review of the literature shows that librarians have various methods to preserve library materials:

1 Preservation Policy Development

Librarians must play a role in developing library policies that regulate preservation procedures, including the maintenance, restoration, and enhancement of library materials. The process of developing a preservation policy includes designing, implementing, and monitoring the rules that govern preservation practices in a library institution or agency (Aulia & Salim, 2023). The purpose of this policy is to empower library materials.

Preservation policies should be clearly stated and include key objectives such as safeguarding the collection, reducing the risk of damage or loss, facilitating access to the collection, and ensuring the collection remains for future generations. (Zahara & Salim, 2022). The preservation policy should regulate various preservation methods and techniques, such as digitization, protection against damage, physical preservation, and risk management.

The operational procedures of the preservation policy contain guidelines for library staff in carrying out day-to-day operations. This includes how to care for and manage collections, organize inventory, and handle emergency or disaster situations. In addition, there are also guidelines for managing digital collections. This policy needs to consider resources such as manpower, budget, infrastructure, and technology required for effective care and management (Mengping, 2023).

Evaluation and monitoring of preservation policies should involve systems that enable libraries to assess the effectiveness of the preservation policies and strategies that have been implemented. In this way, the library can determine the necessary next steps (Mengping, 2023). Library institutions can ensure that their collections are well preserved and remain relevant to current and future users by having a solid and detailed preservation policy. This policy also helps ensure consistent preservation practices across the institution and facilitates effective collection management.

2 Collaboration with other institutions

Collaboration with national archives, university libraries, or museums can help preserve collections of library materials. By sharing resources and knowledge, all parties can contribute to information preservation (Sudiarti et al., 2023). Libraries can use collaboration with other institutions to protect their library materials. The following are some of the ways libraries can collaborate with other institutions in terms of preserving library materials:

- a) National Archives, libraries can collaborate with national archives to share knowledge and resources to ensure the sustainability and existence of their collections. National archives often have expertise in preserving certain

materials, such as historical documents or government archives, which can be useful for libraries (Tjiptasari, 2022).

- b) College Libraries, collaborating with college libraries allows for experience in collection and preservation. College libraries usually have resources and technology that can help preserve library materials (Mughtarom & Rukmana, 2024).
- c) Museums and Art Galleries, libraries can collaborate with museums and art galleries to maintain and expand their collections of art and cultural artifacts. Such collaborations can include collection exchanges, joint preservation, and cross-disciplinary exhibition projects (Tóth et al., 2024).
- d) Research Institutions, libraries can collaborate with research institutions on research projects that require access to their collections of research materials. This may include work related to digitization, cataloguing, or data analysis using library collections (Harahap et al., 2023).
- e) Library Materials Preservation Communities, library institutions can join library materials preservation communities that share the same goal of ensuring that collections survive. Libraries can expand their network and share best practices in library materials preservation by participating in meetings, workshops, and discussion forums (Ardianik & Widayati, 2022).

Collaborating with other institutions in the preservation of library materials also allows for the exchange of ideas and best practices for maintaining the sustainability of collections. Libraries can strengthen their preservation efforts and ensure that their collections remain well-preserved and relevant for current and future users by utilizing collaborations such as these.

3 Collection Digitization

Collection digitization is something that librarians can do to reduce the risk of data loss and make collections more accessible to users. One important method for storing library materials is collection digitization, which allows library materials to be stored digitally, reducing the risk of damage or loss of physical materials (Negi, 2023). The benefits of digitizing collections in the context of preserving library materials are as follows:

- a) Physical Risk Reduction.
- b) Digital collections can be accessed easily online.
- c) Digital space saving reduces the need for physical storage space.
- d) Digital collections can last longer than their physical counterparts in some situations.
- e) Digital library materials can be reused for various purposes and projects, such as education, research, or online exhibitions.

Digital preservation strategy. One form that is often shown in libraries is an institutional repository collection application, this digital application was developed with the aim of providing institutional repository instructions for digital preservation. This is intended to convince related parties that the purpose of the institutional repository is not only to collect scientific works but to collect and make them available for a long period of time.

One of the important steps in maintaining library materials is the digitization of collections (Negi, 2023). This allows libraries to maintain the sustainability and accessibility of their collections in the face of ever-evolving challenges from technology and the environment. Libraries can wisely utilize

digital technology to expand the scope of their services and ensure that cultural heritage and knowledge are preserved for generations to come.

4 Training and Education

Provide training and education to library staff on good preservation practices and the importance of keeping collections preserved. Librarians and library staff must be trained and educated in the preservation of library materials to carry out effective and sustainable preservation practices. When it comes to the preservation of library materials, several things must be considered when conducting training and education (Syaf'aini Harefa et al., 2024). The importance of education and training includes the following:

- a. Understanding the concept of preservation and training.
- b. Building practical skills.
- c. Understand training technology.
- d. Awareness of challenges and risks.
- e. Knowledge of standards and guidelines.

Library institutions can ensure that their librarians and staff have the necessary knowledge and skills to properly maintain the existence and sustainability of their collections by strengthening training and education on the preservation of library materials. This is a great effort to preserve cultural heritage and knowledge for the future.

5 Monitoring and Evaluation

Continuously monitoring the condition of library materials and evaluating the effectiveness of the preservation strategies that have been implemented. Monitoring and evaluation in the preservation of library materials is an important

process to ensure that the preservation strategies implemented are working well and achieving the desired goals. (Zein dkk., 2023). In terms of preserving library materials, here are some steps to consider when conducting monitoring and evaluation:

- a. Physical condition monitoring.
- b. Accessibility monitoring.
- c. Usage monitoring.
- d. Monitoring compliance with policies.

CONCLUSION

Libraries have an important role in keeping library materials available and accessible to users. With the right strategies, librarians can improve their preservation efforts so that collections are preserved and useful for future generations. Therefore, librarians need to continue learning and honing their skills in preservation. Management of library materials is essential to ensure that collections remain available, sustainable and relevant to users.

To maintain collections, libraries can implement various strategies, such as collaborating with other institutions, digitizing collections, and conducting regular monitoring and evaluation. Digitization helps protect physical library materials from damage, improves access, and allows collections to be used in various contexts.

Training and education for library staff is essential to enable them to implement effective preservation practices. Ongoing monitoring and evaluation is also necessary to ensure the strategies implemented are working as intended and to identify areas for improvement. By using appropriate preservation strategies and involving all parties, libraries can keep their collections preserved and relevant for current and future users.

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