

# Kentucky Historical Society



*are presenting FREE workshops on:*

## Disaster Planning for Cultural Collections

*(Libraries, Archives, Museums, Historical Societies, Historic Homes ...)*

**Monday, April 26**  
**9:00am – 4:00pm**

**Elaine Chao Auditorium**  
**University of Louisville, Ekstrom Library**

What would you carry out of the building first as flash flood waters rise in the basement? Who should you call when a pipe breaks in a collections storage area? Find out how to plan for the unexpected *before* an emergency strikes: where to start, who to call, and what to do next. **FREE workshops** will be offered throughout the day! Topics will include disaster planning, writing a disaster plan, working with first responders, and more.

You do need to register if you plan to attend any of the workshops, even though **attendance is FREE all day!** (Lunch will be on your own.) You may reply by e-mail, fax, or "snail" mail using the form below – if responding by e-mail, please be sure to include the same information as is on the form. More details on the schedule will become available in early April. Questions? Contact Chris Goodlett ([chris.goodlett@ky.gov](mailto:chris.goodlett@ky.gov)) or Betty Lyn Parker ([bettyl.parker@ky.gov](mailto:bettyl.parker@ky.gov)) at the Kentucky Historical Society.

These workshops are presented as part of the *Kentucky's Cultural Heritage* project, an initiative of the Kentucky Historical Society that focuses on collections care needs in the state of Kentucky, partially funded through a *Connecting to Collections* grant from the Institute of Museum and Library Services, and in partnership with the Kentucky Museum and Heritage Alliance and the Kentucky Department for Libraries and Archives.

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*To register by mail or fax, please complete the information below, detach at dashed line, and send to:*

NAME \_\_\_\_\_  
TITLE \_\_\_\_\_  
ORGANIZATION \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
\_\_\_\_\_  
PHONE \_\_\_\_\_  
E-MAIL \_\_\_\_\_

**Kentucky Historical Society**  
**Attn: Betty Lyn Parker**  
**100 West Broadway**  
**Frankfort, KY 40601**

**fax: (502) 564-4701**

**(502) 564-1792 x4503**  
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*A Call to Action ...*

# KentuckyHistoricalSociety



## Program

## Disaster Planning for Cultural Collections (Libraries, Archives, Museums, Historical Societies, Historic Homes ...)

**Monday, April 26  
9:00am – 4:00pm**

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*Come for one or come for all – attendance is FREE all day!*

### Morning Sessions, 9:00 & 10:30 am

“Planning for the Unexpected” – Gina L.B. Minks, Amigos Library Services, Inc., Dallas, TX  
How do you identify potential risks and vulnerabilities? Is your collection safely stored and protected? Why build relationships now to share outside resources? What supplies should be kept on hand? How will you communicate with others during a crisis? What about continuity of services? Join Gina Minks as she discusses preparing for the event that hopefully never happens, including case studies of what worked – and what didn’t.

“Salvaging Collections after the Disaster” – Susan Knoer, Master Plans, Inc., Louisville  
Disaster recovery requires prioritization and the ability to make quick practical decisions. Chances are a situation may arise that wasn’t covered in your disaster plan, complicating even the best laid strategies. Susan Knoer will discuss what you can plan for (and what you can’t!) along with specifics on how to identify and treat collections once disaster has struck, covering a multitude of media types through case studies and hands-on exercises.

**LUNCH** on your own (information available at registration desk)

### Afternoon Sessions, 1:00 & 3:00 pm

“Writing a Disaster Plan” – Larry LaFollette, Southeast Community and Technical College, Cumberland, KY  
Rebecca Ryder, University of Kentucky, Lexington, KY

So you know disaster planning is important, but you don’t know where to start. Join Larry LaFollette and Rebecca Ryder as they provide instruction on how to write a disaster plan, including hands-on practice in starting one for your own institution. Implementation of the plan and how to train staff to carry it out will also be discussed.

“Working with First Responders & Local Government” – Trace Kirkwood, KDLA, Frankfort, KY  
Building relationships with local law enforcement, public safety entities, and local government is crucial to surviving a disaster. Trace Kirkwood will discuss how to build and maintain these relationships to ensure the safety of your collection during a crisis.



*A Call to Action ...*