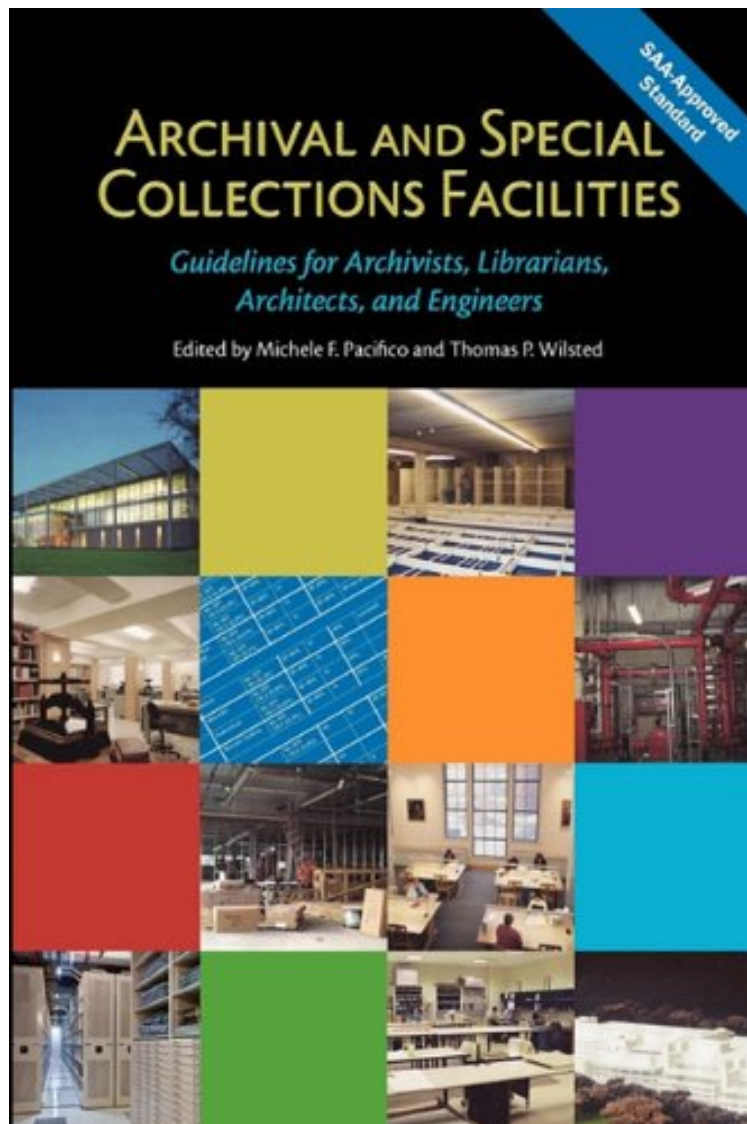


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# Archival and Special Collections Facilities: Guidelines for Archivists, Librarians, Architects, and Engineers

*Michele F. Pacifico*

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Required reading for archivists, librarians, and the building professions planning a new or remodeled archival facility, this SAA-approved standard provides guidance on site evaluation, construction, environmental systems, fire protection, security, lighting, materials and finishes, equipment, and the functional spaces for an archival facility that meets the needs of staff and researchers and ensures the preservation of the collections.

About the Author Thomas P. Wilsted is an archival consultant specializing in archival facilities and archival management. He has served as Director of the Thomas J. Dodd Research Center at the University of Connecticut, Associate Director of the American Heritage Center at the University of Wyoming, Director of the Salvation Army Archives, and Manuscripts Librarian at the National Library of New Zealand. At the Dodd Center, much of his work was directed toward grant writing, fundraising and developing digital programs. Wilsted has a graduate degree in history and is a member of the Academy of Certified Archivists and a Fellow of the Society of American Archivists. He has taught SAA workshops on management and planning and on new and remodeled archival facilities. He is the co-author of *Managing Archival and Manuscript Repositories*, published by the Society of American Archivists in 1992. It won the SAA's Waldo Leland Gifford Prize and the Mid-Atlantic Regional Archives Conference Arline Custer Award. Michele F. Pacifico is Co-Chair of SAA's Task Force on Archival Facilities and is a well-known archival facilities consultant.