

Preservation Strategy of Print Collection in Cahaya Aksara Library SMA Negeri 5 Pekanbaru

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ABSTRACT

Preservation of library collections is a strategic effort in preserving information, maintaining the authenticity of library materials, and extending their lifespan. This study aims to explore the preservation practices at Cahaya Aksara Library of SMA Negeri 5 Pekanbaru, which serves as a model for school library collection management. Using a descriptive qualitative approach through observation, interviews, and documentation, it was found that damage to the collection was generally minor, including detached pages and damage to the cover corners. Factors causing damage include the intensity of use by users and environmental factors. Librarians play a significant role in maintaining the collection by conducting routine maintenance, educating students, and collaborating with external institutions. Support in the form of appropriate temperature, humidity, and lighting management helps preserve collections, including ancient manuscripts that require special attention. These efforts not only support preservation but also strengthen the library's function as a center for sustainable and inclusive learning

Keywords: *Library Collection; preservation; school library*

1. INTRODUCTION

According to Fatmawati in (Setyaningsih & Ganggi, 2017), the purpose of preservation is to save collection information, save the physical collection, and make it easier to search the collection. According to Fatmawati, as cited in Setyaningsih and Ganggi (2017), the objectives of preservation include securing collection information, physical conservation of collections, and facilitating collection traceability. Preservation is the process of maintaining, protecting, and caring for valuable objects that are historical, cultural, and scientific in nature (Korro Bañuelos et al., 2021). This preservation action aims to protect so that it remains intact and does not undergo changes (Adeyeye & Akinlonu, 2024).

In the modern era like today, awareness of the importance of cultural and historical values is increasing, encouraging more attention to preservation practices (Mahardika et al., 2024). Preserved collections can be artifacts, documents, or artworks, which are generally vulnerable to damage due to

physical factors, climate change, and environmental influences (Wessell & Thorpe, 2023). Therefore, institutions such as museums, libraries, and archives play an important role as a platform to develop effective and sustainable preservation strategies and methods (Nwofor et al., 2023). Printed collections in libraries have a very important role for students, as it can encourage them to develop reading habits directly without relying on internet access (Samsuddin & Aspura, 2021). However, the challenges often faced are damage and loss of collections (Farid et al., 2023), which are generally caused by the high frequency of use or borrowing by users (Jones et al., 2023). Based on these problems, this research was conducted to analyze the level of damage to frequently borrowed printed collections, with the object of research at the Cahaya Aksara Library of SMA Negeri 5 Pekanbaru.

The purpose of writing this article is to identify the level of damage to collections that are often borrowed and analyze the factors that cause the damage. Based on observations, it was found that damage such as detached paper pages often occurs in collections that are used intensively by students. This is caused by the habit of repeatedly opening pages and poor binding quality, especially inadequate glue adhesion that accelerates damage. The discussion in this article is focused on high school libraries, with a special scope on the collection of printed library materials. The author limits the scope of the research object to ensure that the information presented is more specific and in-depth. This article is expected to be a literature reference for librarians related to the preservation and conservation efforts of printed collections. In addition, students can use it as a guide to increase their awareness and knowledge of how to keep library material collections well maintained.

According to Eden and Feather (1997) in (Makmur et al., 2021), the essence of preservation activities is to ensure that the information content is in good condition to be utilized or accessed in an indefinite time, and preservation practices include policies and strategies. Some policies that can be used as a reference in preservation activities are the Indonesian National Standards for Libraries and Librarianship and the Preservation Guidelines based on IFLA (International Federation of Library Associations and Institutions). As part of a routine maintenance program, storage rooms and collections should be cleaned regularly (Walker, 2013). One theory that is often used in preservation research is the theory of the preservation pyramid by (Teygeler, 2001), namely Restoration: part of repairing collections that have significant damage, Active Conservation: the act of slowing or stopping damage to the collection, Passive Conservation: maintaining the collection without making physical or chemical changes to the object, Preventive Conservation: protecting the collection from pollution, pests, or natural disasters.

The method in preservation activities according to Sudarsana (2019) can be done by binding, fumigation, reproduction, and treatment. In addition, according to Ibrahim in (Dewi et al., 2020), other efforts that can be made include:

1. Do not arrange the collection on the shelf densely
2. Take the collection on the shelf by pushing it to the right and left, after it is loose it is pulled from the shelf.
3. How to hold the collection in the middle of the back of the library material.
4. The neatness and correctness of the position of the collection on the shelf must be maintained.
5. Be careful in packing library materials.
6. Tell library readers how to use library materials.

In relation to the methodology used in preservation activities, Sudarsana (2019) argues that efforts can be made through binding, fumigation, reproduction, and treatment. Furthermore, as noted by Ibrahim on (Dewi et al., 2020), additional measures that can be implemented include 1) Avoiding the arrangement of collections on shelves in a congested manner; 2) Retrieving collections from shelves in

an urgent manner, making sure to move right and left after newly loosened items have been extracted; 3) Using techniques to handle collections by grasping them from the center back of the collection of library materials; 4) Ensuring that neatness and accurate positioning of collections on shelves are consistently enforced; 5) Taking care when packing library materials; and 6) Educating library users on the proper utilization of library materials.

Prevention of various factors that can damage library collections can be done through proper care and early prevention measures (Farid et al., 2023). This effort aims to minimize the risk of damage to the collection from the start, so that its sustainability can be guaranteed (Winata et al., 2021). Some factors that contribute to collection damage include improper treatment of the collection, exposure to dust or dirt, and excessive sunlight (Aflaki et al., 2023). To reduce or slow down damage to library materials, careful treatment is needed, especially when picking up and placing on shelves, when reading, and when being taken out of the library (Strnad & Hewitt, 2021). Easily damaged library materials should be re-bound first to extend their lifespan. Building cleanliness also needs to be maintained properly so that dust and dirt do not contaminate the collection. Dust on the collection should be cleaned using a vacuum cleaner to ensure the collection remains well maintained (Cahyani & Khadijah, 2023). In addition, if possible, library materials are stored in an air-conditioned room to maintain stable environmental conditions and support collection preservation (Saleh, 2013: 3.7).

The role of librarians in preserving book collections is very important, especially in efforts to prevent book damage (Adeyeye & Akinlonu, 2024). One of the steps that can be taken is to ensure that books are stored in optimal conditions, namely at the appropriate temperature, humidity, and lighting (Widyardini et al., 2024). This aims to prevent damage to books that can be caused by these factors. The responsibility for maintaining library collections does not only lie with the librarian, but also with students as users (Ahmed et al., 2024). Students have an important contribution in maintaining the collection, by using the collection wisely, namely reading and borrowing books without damaging, crossing out, or folding the pages (Rifanto et al., 2024). In addition, students are also expected to immediately notify the librarian if there is damage to the collection, so that the damage does not get worse. Thus, students are expected to become responsible users and instill a caring attitude towards the sustainability and maintenance of library collections.

2. RESEARCH METHOD

This research used a descriptive qualitative method, with data collected through interviews and direct observation (Rifa'i, 2023). Every encounter in the field was recorded objectively so that the results reflect the facts. This method was chosen because it can help reveal in depth what happens in the natural environment of the object of study. By doing so, the process of identifying and documenting phenomena becomes more complete, and structured, thus providing a more accurate understanding.

Angela et al. (2004) state that descriptive qualitative research focuses on exploring the "how", "what", or "when" statements of a phenomenon. In this study, the focus of the study was on the most frequently borrowed library collection in the "Cahaya Aksara" library of SMA Negeri 5 Pekanbaru. This research aims to find out what are the causal factors and the level of damage that occurs to the collection of books in the library that are often borrowed by students at SMA Negeri 5 Pekanbaru. Observations were made to directly observe the physical condition of books that are often borrowed, including the level of damage, the type of damage, and the pattern of use of the collection by students. Observation also includes observation of the physical environment of the library, such as the level of cleanliness, humidity, lighting, and collection management system.

3. RESULTS AND DISCUSSION

Condition of the Collection and the Role of Librarians in the Cahaya Aksara Library of SMA Negeri 5 Pekanbaru

Based on the results of observations and interviews that the author has conducted, a number of facts were found related to the damage condition of the printed collection at the Cahaya Aksara Library of SMA Negeri 5 Pekanbaru. The library has a total of 16,206 titles with 23,692 copies. Of this number, the damaged collections are very small, around 15 to 20 books. Damage to the collection generally occurs on books that are favorites of the users, namely students of SMA Negeri 5 Pekanbaru. These books are often borrowed in turn, given the high interest in the collection. The most frequently borrowed collection categories are classes 800 (Literature) and 700 (Arts, Entertainment, and Sports), particularly sub-divisions 813 (Indonesian Fiction, such as novels) and 741 (comics).

Level of damage to the Cahaya Aksara Library collection SMA Negeri 5

For students, these collections serve not only as a source of reading, but also as a means of entertainment and relaxation in between classroom activities. Reading novels, as stated by (Supriyono et al., 2018), that one of the benefits of reading novels is that from the story itself readers can take lessons on how to behave better in life because novels contain several positive values that can be emulated by readers. In addition, reading novels is also a medium that encourages the development of students' imagination and critical thinking patterns, thus contributing to the expansion of their horizons and creativity. This fact shows that library collections not only act as an educational tool, but also as a medium that supports students' intellectual and emotional growth more holistically.

However, the high frequency of borrowing and use of collections, especially novels and other entertainment books, is also one of the factors that cause damage to some library materials. The level of damage that occurs in the Cahaya Aksara Library collection of SMA Negeri 5 Pekanbaru can generally be categorized as light damage. This damage is not too severe, but can affect the physical appearance of the book. Types of damage that are often found include detachment of pages from the binding and damage to the corners of the cover. When this kind of damage occurs, librarians usually make immediate repairs using simple methods, considering the level of damage is still light. In addition, users are often asked to take responsibility for damage to the collections they borrow. In some cases, they are asked to repair the damaged parts before returning the book to the librarian.

To date, there have been no cases of serious damage to the collections in the Cahaya Aksara Library of SMA Negeri 5 Pekanbaru. This is due to the high awareness of library users in maintaining and being responsible for borrowed library materials. However, in the event of heavy damage, the library does not yet have librarians with specialized skills in professionally preserving or repairing library materials. To overcome this shortcoming, the librarians at the Cahaya Aksara Library of SMA Negeri 5 Pekanbaru have attended preservation training at the Pekanbaru City Library and Archives Office. The training provided insight into how to repair various types of library materials, such as books, newspapers and magazines. In addition, the library also cooperates with printing partners who have expertise in repairing and preserving library materials.

Management and Preservation of the Cahaya Aksara Library Collection SMA Negeri 5 Pekanbaru

If a collection is found to be severely damaged, the library usually reports it to the publisher. The damaged book is often replaced with a new book, although the title may differ from the previously damaged book. With these measures, Cahaya Aksara Library of SMA Negeri 5 Pekanbaru seeks to

preserve the collection and ensure that users continue to receive optimal service. In library management, there are many aspects to consider, one of which is the role of the librarian. Librarians are the main pillar that determines the success of a library, because the quality of librarian performance directly affects the quality of service and collection management. The main focus of this discussion is how librarians carry out their duties in managing and maintaining collections of library materials, including ensuring that collections remain in good condition and preserving collections that may be damaged.

In the Cahaya Aksara Library of SMA Negeri 5 Pekanbaru, the role of librarians in maintaining the collection can be categorized as very good. This is evident from the well-maintained condition of the printed collections, including the ancient collections of English literature and history that are decades old. Although the collection has experienced discoloration on its paper due to age, its existence is still well preserved. Meanwhile, new collections with plastic covers are placed on special display shelves to maintain their optimal condition. Cahaya Aksara Library of SMA Negeri 5 Pekanbaru is also the only school library in Pekanbaru that has a collection of ancient manuscripts. The well-maintained condition of the manuscript collection reflects the role of the librarian, which deserves appreciation. To maintain the cleanliness of the collection, the librarian conducts routine cleaning every day to ensure the collection is free from dust. In addition, a thorough cleaning is carried out every quarter or semester. This step aims to prevent heavy damage to the collection, including the risk of termite attack, even though the library's environmental conditions are favorable for collection preservation.

The environment of the Cahaya Aksara library at SMA Negeri 5 Pekanbaru is well organized. The room temperature is regulated using air conditioning (AC) with a temperature range of 22-24°C, according to the ideal standard for libraries. In addition, lighting arrangements are also considered so that the incoming light does not damage the collection. Managing the temperature and humidity of the room is an important factor in maintaining the condition of library materials so that they remain well maintained and not easily damaged. With these steps, Cahaya Aksara Library of SMA Negeri 5 Pekanbaru demonstrates its commitment to maintaining and preserving its collection of library materials, as well as creating a conducive environment for users.

Student Contributions and Space Management of the Light Aksara Library SMA Negeri 5 Pekanbaru

In addition to the very important role of librarians in library management, the active role of students cannot be ignored in maintaining and preserving library collections. One form of student contribution is through book donation activities, where they donate books they already own to the library. Librarians also play a role in educating students about the importance of preserving library collections, including maintaining copyright and book authenticity by avoiding unlawful photocopying or piracy practices. In addition, students are given an understanding of the importance of taking good care of library collections, for example by not bringing food and drinks while in the library. This step aims to prevent damage to the collection due to food or drink spills. Collection management in the library is also done in an organized manner. Books are neatly arranged on special shelves to ensure the physical durability of the collection is maintained. To facilitate the return of collections that have been used, the library provides a special basket. With this facility, books that have been used are not scattered in the reading area, so librarians can easily return the collection to its proper place.

As a form of collection preservation, books in the Cahaya Aksara Library of SMA Negeri 5 Pekanbaru are covered using transparent plastic material. This is done especially for books displayed on display shelves, which are specifically used for unprocessed collections. In addition, the selection of bookshelves also contributes to the maintenance of the collection. The bookshelves in this library are

dominated by wooden materials that are regularly maintained with daily cleaning, including cleaning of collection books. For ancient manuscript collections, the library uses special shelves that are more secure and closed. These shelves are equipped with glass doors and silica gel to reduce the risk of mold growth. Access to the manuscript collection requires the librarian's permission, and its use is limited to on-site reading to maintain the integrity of the collection. In terms of preservation, considering that the damage to the collection is generally light, the librarian uses glue to glue the detached pages of the book.

Funds for preservation activities are taken from cash allocated specifically for the care of library collections. This effort shows the library's commitment to maintaining the sustainability and integrity of library materials so that they can still be utilized by future generations. With the various efforts that have been made, Cahaya Aksara Library of SMA Negeri 5 Pekanbaru continues to be committed to maintaining the quality of its collections and services. These measures reflect not only attention to the preservation of library materials, but also support for the intellectual and character development of library users. Through organized management and good collaboration between librarians and students, the library is expected to continue to be a source of inspiration and learning for the entire school community.

4. CONCLUSION

Cahaya Aksara Library of SMA Negeri 5 Pekanbaru has successfully implemented collection management that focuses on the preservation and maintenance of library materials. Damage to the collection was found to be minor, with the main factor being the high intensity of use on popular books among students. Librarians play a central role in maintaining the collection through periodic maintenance, library education, and the implementation of training related to preservation techniques. In addition, the management of the library environment, such as setting the temperature (22-24°C), humidity (45-60%), and collection-friendly lighting, is a strategic step that supports the preservation of the collection. The library also shows special attention to the ancient manuscript collection by implementing preservation procedures based on conservation standards.

The library's success in preserving the printed collection cannot be separated from the good collaboration between librarians and students. Students contribute by donating books and taking care of the collections they use. With this approach, the library is not only a learning resource center, but also a medium for student character development, especially in terms of responsibility and concern for literacy. Professional collection management and adequate infrastructure support mean that the Cahaya Aksara Library at SMA Negeri 5 Pekanbaru can serve as an example of best practice in school library collection management.

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