

SHIN BOOK & PAPER CONSERVATION

REHOUSING & TREATMENT REPORT

Item(s):	87 items in Gilbert and Ursula Farfel collection of incunable and manuscript leaves		
Owner:	Mahn Center for Archives and Special Collections, Ohio University Libraries		
Conservator:	Yungjin Shin	Date of Report:	June 5, 2025

1. Description & Condition

See 'Quote-0002-Farfel-Rehousing' document dated 2/24/2025.

2. Rehousing & Treatment

- Items were grouped by size into five corrugated boxes. Boxes 1–4 are clamshell box; Box 5 is a box with a lid. Each box contains dividers holding five to seven items.

Box #	# of Items	Farfel #
Box 1	16 items	123, 156, 157, 158, 182, 183, 334, 433, 449, 605, 609, 610, 612, 642, [Jain Manuscript], and [Sanskrit Devanagari Script]
Box 2	19 items	126, 127, 246, 257, 454, 505, 506, 558, 567, 607, 627, 652, 661, 695, 698, [Dio Cassius], [Japanese Paper with Phoenix], [The Life of Saint Balaam], and [Tabbed Leaf]
Box 3	32 items	7, 21, 91, 98, 110, 121, 136, 138, 149, 177, 178, 202, 204, 207, 253, 276, 285, 378, 411, 444, 479, 480, 482, 483, 484, 500, 566, 569, 674, 679, [Modern Papyrus], and [The Holy Bible]
Box 4	15 items	34, 198, 421, 446, 493, 498, 553, 572, 594, 594-2, 602, 606, 654, 657, and 691
Box 5	4 items	128, 513, 526, and 641

- Most items were rehousing in a Mylar L-sleeve placed in a 10pt. cardstock folder. Here are the exceptions:

Farfel #	Type of Housing
182, 183, 285, 498, 567, 569, [Jain Manuscript], and [Sanskrit Devanagari Script]	Items in interleaving tissue are placed inside a folder.
449	Individual leaves in Mylar sleeves are placed in sink mats inside a folder.
609 and 612	Individual leaves in Mylar sleeves are placed in a four-flap wrapper. Sink mats are used to secure them within the folder.
610 and 642	Individual leaves in interleaving tissue are placed in a four-flap wrapper. Sink mats are used to secure them within the folder.

627	The papyrus is glazed between two sheets of Gorilla Glass, sealed with Tyvek tape. It is hinged at four corners with Uso Mino Thin strips and wheat starch paste. <i>This item should be placed on top inside the box.</i>
[Tabbed Leaf]	Corrugated boards are carved out to fit the tab of the leaf. The leaf is in a Mylar L-sleeve.
526 and 641	The palm leaves are housed in a double sink mat made of Volara foam and mat board with Mylar windows. The mat is secured with magnets on one side and Tyvek tape on the other.
[Modern Papyrus]	The papyrus is on a thin blotter placed in a folder.

- Stabilization:

Farfel #	Type of Treatment
98, 123, 128, 156, 157, 158, 334, 421, 444, 446, 454, 482, 500, 553, 566, 657, and 674	Old hinges and tapes were removed mechanically and/or with moisture. Any sticky residue was reduced with a crepe eraser. Most were successfully removed; stubborn tacky areas were covered with Japanese tissue and wheat starch paste.
127, 128, 156, 446, 449, 566, 602, 609-b, 612, 657, 674, and 691	Tears and fragile edges were stabilized using Japanese tissues and wheat starch paste.

⇒ Rehousing: 23 hours
Treatment: 7 hours
Total: 30 hours

3. Photo Documentation

All mended items were photo documented. Before and after treatment images are available in the following shared drive:

https://drive.google.com/drive/folders/12WesrrEPosHPNoUokApwvSZWIP_7Cooa?usp=drive_link.

Photos will be retained for 30 days from the report date—make sure to download them before then.

Please reach out if you have any trouble accessing the images.

4. Materials Used:

- E-flute & B-flute Heritage Archival Corrugated Boards
- 10pt. Heritage Archival Bristol Boards
- 3-mil Mylar L-velopes
- Mat boards (4-ply)
- Volara foams (1/8" thickness)
- 10pt. Cotton Blotting Paper
- Uso Mino Thin (12gsm)

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- Tengujo (5gsm)
- Wheat starch paste + methylcellulose precoated Tengujo (5gsm)
- Scratch-Resistant Corning Gorilla Glass, Impact-Resistant (0.0472" thickness)
- Zen Shofu wheat starch paste
- Tyvek tapes
- 3M 415 double sided tapes
- Jade 403 PVA Adhesive