

## **Preventive conservation work in the Zaoztrog Franciscan Monastery Archive**

The Zaoztrog Franciscan Monastery archive holds the most valuable objects that this monastery library possesses, dated from 15th to 19th century, among which there are a few hundred turkish documents, 24 incunabulas and numerous archival documents. Both the library and the archive were neglected for a long time. The Conservation treatment of the Zaoztrog Monastery Archive was initiated and guided by Ivana Svedružić Šeparović, conservator in charge at the Conservation Department of Ministry of Culture in Split, with the collaboration of Jurica Matijević, associate professor at the Department for Conservation and Restoration of the Arts Academy in Split.

**Renovation of the archive room** was necessary because both the oldest books in the library and the archival documents were kept in unsuitable conditions. The room was very humid, with high temperature levels, no air circulation and a rodent infestation. The archive room was renovated in 2014, with funds provided by the Zaoztrog Monastery. The wooden shelves were removed, and the existing metal ones redesigned to match the archival material needs, the walls and the ceiling were insulated and renovated, as was the wooden window. Two new metal archival cupboards were bought with the money given by the Ministry of Culture.

**The Zaoztrog Franciscan Monastery archive first preventive conservation campaign, June 15th to 27th 2015.** had five participants: four conservators (Nevenka Klarić, Lana Kekez, Julija Baćak, Kristina Krivec) and one librarian/archivist (Margita Mirčeta Zakarija) who was in charge of removing non important documents and books and doing the first phase of archive digitization. During this two week campaign the conservators (working 9 to 10 hours a day) dusted all the archival materials and books, made files for a part of archival documents, hand made 870 archival book boxes and put all the books and archival materials into the newly prepared shelves and cupboards. The conservation material used for this phase of the works was kindly provided by the International Trust for Croatian Monuments.



*Archive before and after the room renovation and the first preventive conservation campaign*

**The Zaoztrog Franciscan Monastery archive second preventive conservation campaign** is planned for the period from April 18th to 24th 2017. The conservation team will consist of the same four conservators that led the first phase: Nevenka Klarić, Lana Kekez, Julija Baćak and Kristina Krivec.

It is planned to finish the work started in 2015. During this seven day campaign the work will be done as follows:

- Checking all the objects treated in 2015. campaign.
- Dusting and local cleaning where necessary.
- Making files for all the archival documents not treated in 2015. (campaign.)
- Placing all the archival files in special archival boxes.
- Making custom made book boxes from special archival cardboards (for books not treated in 2015. (campaign))

**Expense plan for 2017. conservation campaign:**

Four conservators:	16.000,00 kn
Materials:	
- Verge archival paper, 70 x 100 cm, 100 g/m <sup>2</sup> , 250 leaves	1.122,19 kn
- Cotton tapes, 4 pieces	404,55 kn
- White pH neutral glue, 0,95 l	258,64 kn
- Arhival boxes, 80 pieces, 40 x 30 x 10 cm	2.800,00 kn
- Other materials (scalpels, gloves, brushes...)	1.000,00 kn

---

**21.585,38 kn (2.489,66 £)**