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GUIDE
TO
D.I.Y. ARCHIVING

UCLA
LIBRARY
SPECIAL
COLLECTIONS
PUNK
ARCHIVE
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WHY KEEP YOUR STUFF?

Lindenbaum,

By documenting ourselves and our communities, we work to make sure that our stories are heard, acknowledged, and accurately retold.

We leave evidence of ourselves that can inform, inspire, and educate.

We reflect on our experiences and build communities across space and time.

We work to improve the quality of life for ourselves and others.

I'M A LESSON DEVIL WITH A BATTERED BRAIN

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LYRICS BY GERMS
RESOURCES

INDIE PRESERVES
Preservation resources for musicians and indie labels
https://www.indiepreserves.info/

COLLECTIONS CARE
Best practices for storing and caring for materials in various formats
https://www.loc.gov/preservation/care/index.html

DIGITAL PRESERVATION
Tips from the Library of Congress on how to care for digital photos, digital audio, email, websites, and more
http://digitalpreservation.gov/personalarchiving/

CENTER FOR HOME MOVIES
Taking care of your films
https://www.centerforhomemovies.org/yours/

WHERE TO BUY SUPPLIES
GAYLORD // UNIVERSITY PRODUCTS // HOWLINGER
METAL EDGE // LIGHT IMPRESSIONS

LA- AREA EXPERTS
UCLA Library Punk Collective

LAPNet : Los Angeles Preservation Network
https://lapreservation.wordpress.com/

Los Angeles Archivists Collective
https://www.laacollective.org/
Cool, dry, and dark works best! Avoid storing materials in direct sunlight or in areas prone to moisture or dampness. A closet shelf is perfect.

Aim for a storage area with stable temps. Huge fluctuations in temperature or humidity can lead to things like brittleness or mold. (If you encounter mold, isolate immediately and call in an expert!)

Keep materials enclosed in filing cabinets, archival boxes, or folders to keep away dirt and grime.

Avoid cardboard boxes if possible. These tend to attract bugs. Plastic tubs are a great alternative.

- Large items like posters should be stored flat. Roll only if necessary. Do not fold!

Inventory, inventory, inventory. What do you have???
Adding dates to flyers or compiling a list of names of people in photos provides valuable information and context to your materials. Location info is also appreciated!

If you must write directly on an item, only use pencil.

Acid free archival storage supplies from companies like Metal Edge or Gaylord are great but also very expensive. Plain manila file folders are perfectly fine.

Be wary of “archival” supplies from craft stores.

Avoid staples or metal paper clips. These rust easily. Plastiklips are an often used alternative.

Rubber bands break or melt onto materials. It’s gross. Trust us.
PHOTOS

🌟 Avoid "sticky" photo albums. These contain chemicals which will degrade your photos.
🌟 Mylar works well for most photo formats.
🌟 Just say no to tape or any other type of adhesive.

AUDIOVISUAL

🌟 Film should be stored flat. Cool and dark is best. A vinegar smell is not good. If this happens, isolate immediately and call in an expert.
🌟 Video should be stored vertically.
🌟 Cassette tapes last about 10-20 years. Transferring is recommended!

DIGITAL

🌟 Where are your materials located? Make a list of all of your devices—laptop, phone, tablet, etc.
🌟 Decide what you want to keep. Get rid of those duplicates. Clean up your download folder or desktop!
🌟 Set up an organizational structure. Use file and folder naming standards. These often include dates.
🌟 Make Copies: Backup your materials on a regular basis and convert older file type as needed. Use non-proprietary file formats (PDF, JPG, TIFF).
Punk collections at Cornell University Library, Rare and Manuscript Collections
https://rare.library.cornell.edu/collections/music

Popular music & Punk collections, University of Maryland Libraries
https://www.lib.umd.edu/scp/index_of_collections/?popular

Other genres:
Cornell University Library Hip Hop Collection
http://rmc.library.cornell.edu/hiphop/

University of California Santa Cruz Grateful Dead Archive
https://library.ucsc.edu/grateful-dead-archive

Funk Music Hall of Fame & Exhibition Center project. Dayton Ohio

NOLA Hiphop and Bounce Archive. Tulane University Digital Library
https://digitallibrary.tulane.edu/islandora/object/tulane:p16313coll68

Houston Folk Music Archive, Rice University Fondren Library, Woodson Research Center Special Collections & Archives
http://digitalprojects.rice.edu/houston-folk-music-archive/

Punk etc

Downtown and Riot Grrl Collections at Fales Library & Special Collections, New York University
http://library.nyu.edu/about/collections/special-collections-and-archives/fales-library-and-special-collections/

NEO Sound: Northeast Ohio Popular Music Archives at the Rock and Roll Hall of Fame
http://library.rockhall.com/neosound

Louiseville Underground Music Archive, University of Louisville Archives & Special Collections
https://library.louisville.edu/archives/luma

Research Center Special Collections & Archives
DC Public Library
Maximum Preservation 2: Electronic Boogaloo

Library and Archives of the Rock and Roll Hall of Fame and Museum Preservation: 88 Lines About 44 Techniques
http://library.rockhall.com/ld.php?content_id=30176933

Los Angeles Archivists Collective
Archives 101 v. 1-3
http://www.laacollective.org/resources/


Marc Spitz and Brendan Mullen, *We Got the Neutron Bomb: The Untold Story of L.A. Punk*

Don Snowden, ed., *Make the Music Go Bang!*

David Markey and Jordan Schwartz, *We Got Power! Hardcore Punk Scenes from 1980s Southern California*

Claude Bessy et al., *Forming: The Early Days of L.A. Punk*

Osa Atoe, *Shotgun Seamstress Zine Collection: Six Zines By & For Black Punks*

Erik Quisling and Austin Williams, *Straight Whiskey: A Living History of Sex, Drugs, and Rock ‘n’ Roll on the Sunset Strip*

John Doe with Tom DeSavia and friends, *Under the Big Black Sun: A Personal History of LA Punk*


Jack Grisham, *American Demon: A Memoir*

Henry Rollins, *Get In the Van*

Jimmy Alvarado, *Teenage Alcoholics: Punk Rock in East Los Angeles*

Anna Vo, *Fix My Head zine*

Brenda Montaño/ Zines Rasquache, Xicanistas & Punkeristas Say It Loud!

and many more...
Layout and design by Lori Dedeyan
Centerfold by Annie Watanabe-Rocco
Text by Courtney Dean,
Lori Dedeyan,
Melissa Haley

Photos from the Los Angeles Times Photographic Archive
(Collection 1492). UCLA Library Special Collections,
Charles E. Young Research Library, University of California, Los Angeles.