

Book Care and Repair

Prevention is the KEY to Book Repair.

Libraries see the same problems over and over and when you put off action until the book cannot be circulated; many times you are looking at “solutions” that are more time intensive and costly than most libraries can undertake today.

The major mistake that has been made in the past with book repair was that the “solution” caused more serious problems than those that currently existed.

FIRST DO NO HARM

Anything that is put in or on the book must be acid-free. Acid materials eat into books and leaves a nasty signature orange/brown stain. If you are considering buying a product and it doesn't say “acid-free”, you can be sure it is acidic.

Vinyl products are endemic in the library world: covers, tapes, laminates, label protectors.

- Why? It is pliable and it is cheap.
- What is wrong with it? Vinyl is not a stable product; it changes over time.

All vinyl, over time, curls, yellows and becomes brittle. What you are seeing is the tangible evidence of a chemical change that occurs in the material. Not only does this reaction change the product that you put in and/or on your book, but it negatively impacts your book.

Polyester is a much better choice; it is a completely inert substance. This means that no chemicals will migrate into the adhesive. Polyester is also extremely strong and resilient.

Just because a product is sold through a “library supply catalog” doesn't mean that is it the right or best product to use.

When gluing is done, it should be done with an acid-free PVA (polyvinyl acetate adhesive). The wrong glues, including Elmer's and hot glue guns, become brittle and break over time.

The **SINGLE MOST IMPORTANT THING** that you can do for ALL books is to reinforce the hinge.

Book Mending

Making Book Weights

- Best to use new bricks
- Wrap with heavy paper
- Use heavy duty packing tape to close the seams

Reinforcing Book Hinges

- Used Kapko Easy Bind Strips
- Cut two strips $\frac{1}{4}$ " shorter than the spine
- Remove centering strip to expose adhesive
- Wrap around the bone with adhesive side out
- Press tape in hinge
- Remove backing and use the bone to press in place
- Repeat to reinforce back hinge

Cleaning Marked Pages

- Most pencil marks can be removed with a gum or plastic eraser
- White erasers do not smudge

Cleaning Book Edges

- Dirty page edges can be cleaned by using a fine-grade sandpaper
- Lay the book on your table and open the front cover
- Rub the page edges until clean

Replacing a Loose Page (tape)

- Used Kapko Easy Bind Strips
- Cut 2 strips $\frac{1}{4}$ " shorter than the spine
- Trim about $\frac{1}{8}$ " off the outside edge of the page
- Remove the liner from the right half and press into place on the inner edge
- Repeat steps with a second strip on the back of the page

Replacing a Loose Page (glue)

- Trim $\frac{1}{8}$ " off the ragged page edges
- Place waxed paper on both pages to protect them
- Use a small brush or stick to apply a thin line of glue
- Insert the loose page (make sure it is right side up)
- Close the book, band it and place it under a book weight

Repairing a Torn Page

- Use Scotch Magic Transparent Tape
- Center tape over the tear and apply
- Use knife to trim away any tape that hangs over the top of the page
- Use a bone folder to smooth the tape and remove bubbles and wrinkles
- Repeat on the other side of the same page
- If you accidentally place the tape in the wrong spot, don't remove it. Just smooth it out and try again.

Repairing Broken Paperbacks

- Use a knife to remove loose paper and dried glue
- Using a brush apply a light coat of glue
- Place waxed paper inside the covers and replace the book pages
- Wrap the book with bands and allow to dry overnight
- Reinforce the hinges with tape (see instructions on page 1)

Repairing Broken Hardcover

- If the cover is not split all the way, use a knife to slit the remainder
- Cut a piece of hinge tape the length of the book
- Wet the tape with a sponge and apply ½ of the width to the book's contents
- Apply the other ½ of the width to the cover
- Smooth with bone folder
- Place waxed paper between the endpaper and the flyleaf and close the book
- Band it and place under a book weight to dry

Repairing or Reinforcing Spine

- Peel center line strip
- Adhere exposed adhesive strip to top of spine with wing tips pointing "up"
- Peel liner from right wing, adhere to spine and wrap onto front of book cover. Leave wing tip pointing "up"
- Repeat with left wing
- Fold wing tips over cover and adhere inside
- Repeat steps for bottom of spine (if desired)

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