

Glossary

Alkaline: Having a pH higher than 7. When used to describe matboards and paperboards, the term indicates a material that has a 3% reserve (by weight) of calcium-carbonate to mitigate against acid deterioration.

Boards: The stiff upper and lower covers of books, often covered with leather, cloth, or other materials.

Conservation: The profession devoted to the preservation of cultural property for the future. Conservation activities include examination, documentation, treatment, and preventive care, supported by research and education.

Clamshell box: A custom-made one-piece box with a hinged lid.

Deacidify: To increase the pH of an object to neutral (7) or alkaline, usually by removing or neutralizing the acidity.

Deionized Water: Water that has been highly purified and that no longer has metal impurities such as iron. Calcium-enriched de-ionized water has calcium carbonate added to the purified water to benefit paper objects.

Encapsulation: A protective enclosure for papers and other flat objects made by placing the object between two sheets of polyester film and ultrasonically sealing the edges. The enclosure helps protect the item from environmental problems and excessive handling.

Endband: The functional or ornamental bands of flexible material sewn or adhered to the back of a book's text block at head and tail, projecting slightly above and below the text block.

Endleaves: Units of usually two leaves, the flyleaf and the pastedown, placed in the front and back of a book between the covers and the text block.

Flatten: To dry a paper object under restraint in order to reduce curl, creases, and/or other distortions.

Foxing: Pale, brown, diffuse spots that appear on paper or other surfaces, probably either from mold growth or metallic impurities in the paper.

Friable: Describes media that is powdery, loosely adhered to the support and easily disturbed.

Housing: Any type of enclosure such as a mat, frame, encapsulation, or box.

Humidification: Controlled application of moisture used to relax a paper object.

Infill: To replace missing areas of a support with similar materials.

Inpaint: To add media to fills, repairs, and areas of loss in a work of art or artifact. The intent is to suggest the continuity of the image, to create the illusion of wholeness, and/or to minimize the distraction of losses.

Interleave: To insert blank leaves, or pages in a book or album in order to separate pages from one another. Alkaline leaves slow the deterioration of materials in scrapbooks.

Line: To provide an overall secondary support to a paper object. A lining is often Japanese paper adhered with wheat starch paste.

Pastedown: The leaf of a book's endleaves that is pasted to the cover.

Primary Support: The material (paper, paperboard, parchment, etc.) to which design media is directly applied.

Mend: To locally join splits or tears, or reinforce cracks in a paper support using an adhesive.

Neutral: Exhibiting neither acid nor alkaline qualities, having a pH value of 7.0.

Reback: To repair or replace of the spine and joints of a book. Often the remnants of the original spine are adhered over the new spine (reback) of the book.

Recto: The principal side of sheets of paper.

Sealed Package: A laminated structure that helps protect the object from the damaging effects of changing humidity, as well as atmospheric pollutants, dust, mold, and pests. It is designed to fit into a frame.

Secondary Support: The material directly beneath the primary support, such as a mount or backing board.

Stain Reduction: Diminishing or removing discoloration in the media.

Surface Clean: To employ various non-aqueous cleaning methods such as the removal of surface dirt by brushing, using appropriate erasers on paper.

Text Block: The stack of leaves or gatherings to be bound as a book. The text block does not include materials such as endpapers or boards that are added in binding.

Tide line: The dark line created by a liquid as it dries, often at the perimeter of a stain. The line itself is discoloration or dirt transported by the liquid that embeds itself deeply in the paper fibers, becoming difficult to remove.

Wash: To use water, occasionally in combination with other solvents, enzymes, surfactants, etc., to treat a paper artifact. The purpose of washing is to remove or reduce soluble deterioration products such as acidity or discoloration.

Verso: The reverse or subordinate side of sheets of paper.