St. Charles County Circuit Court Documents



Conservation Treatment by the Missouri State Archives



The Missouri State Archives has the state's only publicly funded conservation laboratory. By statute, the conservators in the lab may only treat public records – those belonging to state or local government.

With only two conservators on staff ... and literally millions of historical public documents that might need conservation attention ... only the most historically significant books, papers, maps, and other records are accepted for treatment in the lab.

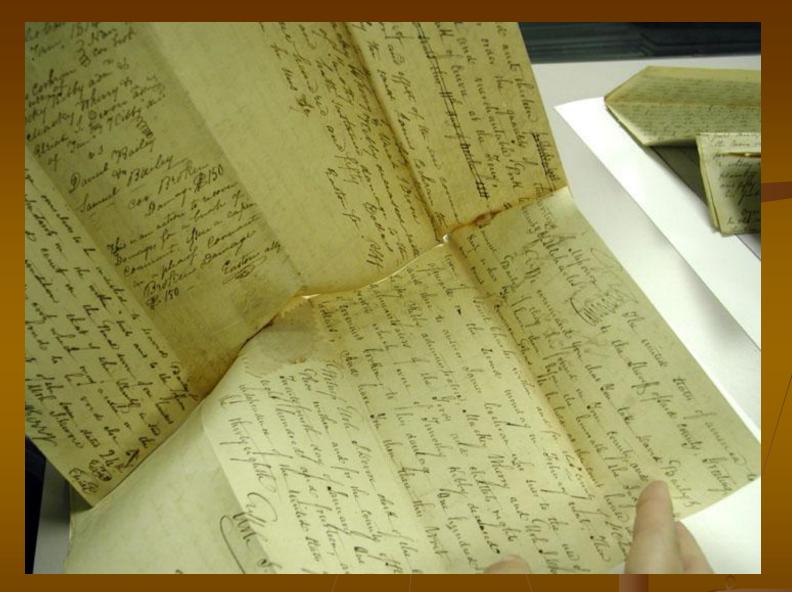
Field Archivists from the Missouri State Archives' Local Records **Preservation Program (LRPP)** help local government agencies evaluate and preserve documents in their collections. LRPP Archivists—often in conjunction with local volunteers—inventory and organize the collections in preparation for microfilming. In some cases, conservation treatment is required before filming. This program illustrates the lab work court case files in a cooperative project of the St. Charles Circuit Court and St. Charles County Historical Society.







The documents had been tightly folded inside paper wrappers.



Many of the documents were attached with starch wafers, which would make filming much more difficult. Some of the wafers were obscuring text or causing the paper to tear.



The first step was to clean the documents with a rubber dry-cleaning sponge.



Next we immersed the documents in a bath of deionized water and calcium hydroxide.



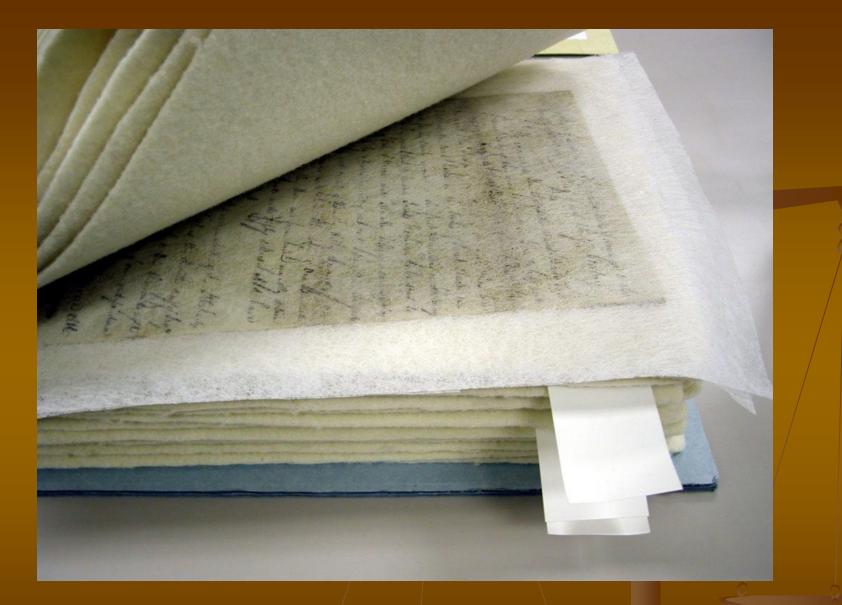
After the starch wafers had softened (about 15 minutes), we removed the documents from the bath and separated the wafers with a thin palette knife.



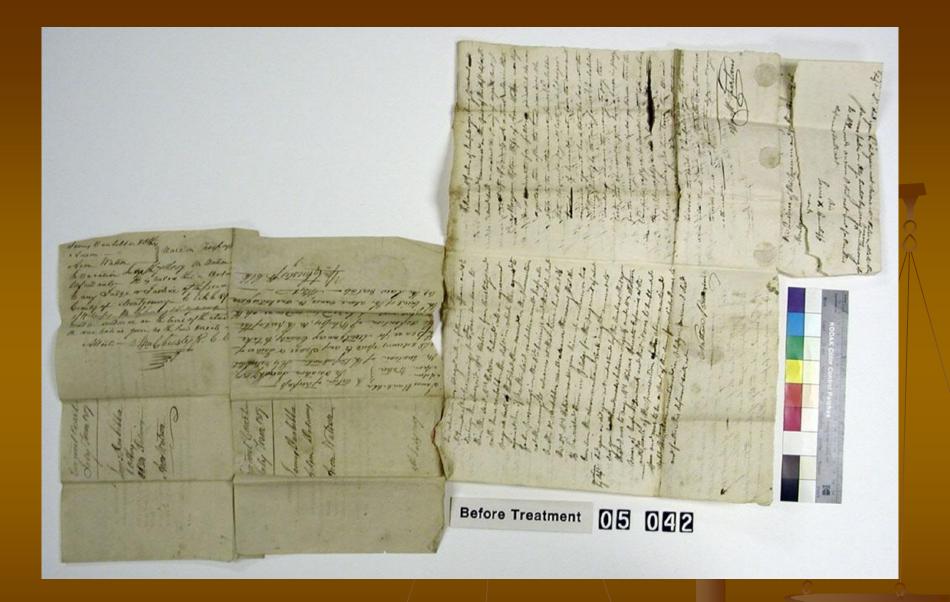
We removed the softened wafer fragments using a palette knife and cotton balls.



After the wafers were removed, we returned the documents to a fresh water bath to wash the soluble acid degradation products from the paper. Here the yellowed water shows some of the impurities removed from the paper.



We then placed the documents between wool felts to dry overnight.



Before treatment: Four documents are attached together with starch wafers, making them difficult to read or store properly.

Sau hellow Hos 05 042 After Treatment

After treatment: The documents are separated, and can be handled, microfilmed, and stored properly.



Another example of before and after treatment.

Boy to Same beeling or order the quality of there thoward Pourse of Mysta and encoleantable Port to lo delieved on the bank of truve at the Freny, 20 without me hands and to all this Ht days of helde till and affect of the seed co thereof entires whenty the said have bederen the use of Leaky Rikby aten of Albert 70200 salue of one headred and fifty Dollar and therefore the suns de Latter for . a church algo muscless to be indicted to board Bailes & I aquest thinky the defendant on the within turk and to the officer within mentioned court in the Tenal sum for hunder of the Welling to be read on this condition that if the Sandy to sad but he east he shall have all and which may a calle in said that in which ' ind the londs to be' void else remain is free to secure the Kay must of the Same dates 24th 1 lith S. kurne Sumany Wit

Survives of Mapping The winds that of answer to bounds of Mach artes to the Sharp office encity. Freeting Tight arrivance you doe Von tak March Barly h Januar Daily of they be found in High so that you have them I before the lowerable I she Swager our court of Common Johns. He to late at the tout liste able town of Saint Charles within and for the court of HChard aforesailar, on the second monday in February what , Then and there to antiver Same levelinan who has to the wood To ety Hilly adure tratice, ella they Wherry and Ush I them administration of the Fords and elektrits right and creatity which I were of Timothy Kibby dealared of a Plea of covenant troken, to this dankage the hundred and fifty 'adlass ; And have You then then the Work Witness Wish S. Denne clark of the locut of comme Pleas within and for the torning off blad les the In cuty frush day of Saunang One thousand light hundred and fourteen and of the the thirty eighthe affile I. Dervie olk independence of the lituted thats of achieveen

After treatment, we stored the documents in alkaline folders.

Local Records Preservation Program

http://sos.mo.gov/archives/localrecs/

(573) 751-9047

Office of the Secretary of State 600 West Main Street Jefferson City, MO 65101