

historical asides that appear throughout part 2 provide a context as to the where and why cataloging evolved in its current state. One problem the reviewer sees is that he wished it was available electronically—either as a whole, or at least the second part that addresses practical cataloging

issues. Like many catalogers, the reviewer operates in an almost completely digital environment. The reviewer recommends this book to anyone who catalogs music materials on a regular basis.—*Robert Freeborn (rbf6@psu.edu), Penn State University*

Practical Preservation and Conservation Strategies for Libraries. By Brian J. Baird, illustrated by Jody Brown. Lanham, MD: Rowman & Littlefield, 2018. 137 p. \$35.00 softcover (ISBN 978-1-5381-0959-5).

The rapid proliferation of electronic resources (e-resources) in library collections and the increasing use of digitization as a preservation tool has altered the preservation landscape. Despite these changes, the need for libraries to plan their preservation and conservation workflows and processes continues. Baird's *Practical Preservation and Conservation Strategies for Libraries* is intended as an overview of methods that can be used by small public and academic libraries where staff, funding, and time is at a premium. The book focuses on print materials, although limited attention is paid in the final two chapters to other types of materials. The book takes a holistic approach to the preservation and conservation cycle. Evaluation and assessment of preservation needs, development of preservation workflows, basic book repairs, disaster planning, and digital preservation are the topics covered in the book's eleven chapters.

In the first chapter, Baird discusses the impact of e-resources on the preservation landscape. Despite the increased percentage of e-resources as part of library's collections, Baird argues that most preservation work undertaken by libraries will be with print materials and that the preservation strategies outlined in the book focus on print. Each chapter is intended to build on the last one to provide readers a complete picture of each component involved. The first step is to evaluate your institution's preservation needs. Chapter 2 addresses the environmental considerations. Data on the optimum conditions for printed matter is shared. Different methods to evaluate temperature, humidity, and other environmental considerations that affect the life and longevity of a book are also discussed.

Usage of print materials is another element to be analyzed. Surveys are a useful method of collecting and evaluating information on the books in your collection, how they are bound, and how frequently they circulate to see what patterns occur. Random samples can be taken from the stacks or items set aside for repair. Recording and storing the information surveyed facilitates analysis of the data and enables it to be used for comparison in later surveys. Baird provides a sample survey that might be suitable for small academic libraries and discusses how to analyze survey results. The survey results will reveal information on how various book bindings endure wear and tear. In chapter 4, Baird stresses the need to integrate preservation strategies

into collection development. Information on what book bindings fare best can be used when selecting new materials for purchase. Baird also walks readers through the steps involved in book training, and on affixing dust-jacket protectors and paperback stiffeners. Illustrations accompany his directions.

Chapter 5 briefly notes some of the preservation resources available to libraries once they have evaluated their needs and are ready to research how to meet those needs. Chapter 6 covers library binding. Baird suggests how to select a commercial bindery, how to select appropriate materials to be bound, and reviews different binding options. He discusses cooperative agreements between institutions and how they may be an advantageous way for libraries to pool their limited resources. In-house book repair is another option, especially if staff time and interest allows. Baird provides step-by-step instructions (with accompanying illustrations) on basic paper mending and spine repair techniques in chapter 7. In chapter 8, Baird discusses the means of making preservation treatment decisions, including using the Balanced Scorecard method developed by Kaplan and Norton. The number of preservation decisions that need to be made can be alleviated by training staff and patrons on the proper care of books. In chapter 9, Baird opines that incorporating guidelines on handling materials into workflows will enable materials to circulate longer and provides a bulleted list of guidelines to be used.

An integral part of preservation and conservation is being prepared for when disasters strike. All libraries should have a disaster plan at the ready. Many libraries' plans are accessible and can be consulted when drawing up your own. Baird touches on the effects of fire, smoke, and water damage on various types of library materials. While these are the primary things to consider when undertaking disaster planning, bedbugs and other kinds of insect damage are also worth factoring in, although insect-related emergencies are not discussed. Baird concludes by discussing how digital preservation issues differ from traditional preservation methods and describes how digitization can be a powerful tool for preservation. Metadata and storage and migration issues involved in digitization are briefly discussed. More information on the topic would have been a nice feature, though it may be beyond the scope of the book.

Overall, this concise and well-written book serves as a practical guide suitable for both public and academic libraries interested in reviewing or creating their preservation and conservation strategies. The step-by-step illustrated instructions of several basic repair methods are a nice feature and ensure that the book will be consulted regularly

by libraries undertaking their own repairs. Baird succeeds in providing a comprehensive overview of preservation and conservation techniques and delivers a comprehensive introduction and overview to the topic.—*Sharon E. Reidt (sreidt@somd.lib.md.us), Southern Maryland Regional Library Association*

Licensing Digital Content: A Practical Guide for Librarians, Third Edition. By Lesley Ellen Harris. Chicago: ALA Editions, 2018. 176 p. \$65.00 softcover (ISBN 978-0-8389-1630-8).

Who can use the content that a library licenses? What are e-rights? Can licensed digital content be distributed through interlibrary loan? The digital revolution has altered how libraries acquire and distribute content to patrons. Gone are the days in which libraries primarily purchased and owned physical materials. In the internet era, content can be temporarily leased electronically, which has led to unexpected legal issues for librarians and other non-lawyers to navigate (1). In *Licensing Digital Content: A Practical Guide for Librarians*, Harris provides a plain-language crash course in digital licensing intended to give inexperienced librarians the skills necessary to negotiate a digital license. The guide provides readers with a detailed description of the licensing experience from the development of a licensing needs assessment to the negotiation of the final agreement.

Harris draws from her unique experience as the owner of Copyrightlaws.com; she is not a librarian but has built a career demystifying copyright law and frequently works with libraries and other information services. She presents an unbiased, objective account of the licensing process. Throughout the guide, Harris reminds readers that a license must benefit both the library and the information provider. She instructs readers on the art of nonaggressive, rational negotiation, which can result in a win-win outcome for the licensor and the licensee: both parties want to “enter into a relationship in which the information provider is fairly compensated for the use of its electronic content while the [library has] the right to use that content in a manner necessary for [its] situation” (108). It is necessary to understand and accommodate the needs of both parties, and Harris has the vantage point to see the process from both sides.

The text’s central theme can be summarized in “three simple steps”: determine the needs of the library and its patrons, understand the needs of the information provider, and find a reasonable compromise between the two (17). In early chapters, Harris expounds upon these steps and details the work a library must do before entering into negotiations: developing a licensing needs assessment, creating a licensing policy, and understanding the technical jargon that will be included in the license agreement. Harris goes on to provide an examination of key clauses and boilerplate

provisions related to indemnity, interlibrary loan, arbitration, confidentiality, etc., that can be added or omitted according to a library’s unique needs and circumstances. Later chapters discuss the negotiation process and answer common questions that Harris has received, and the guide ends with instructions for maintaining the license once it is written and signed, taking into consideration the management of multiple licenses, changing technologies and needs, and ensuring that content users are aware of the terms and conditions outlined in the license.

Specific examples, definitions, check lists, and quick-tips are embedded throughout these chapters. In the second chapter, Harris includes an entire sample licensing policy for readers to utilize and build upon. In the chapters on licensing clauses and boilerplate provisions, every defined clause and provision is accompanied by a licensing tip, which provides context and practical advice beyond the theoretical description. When describing portions of the license, Harris often provides specific examples describing how the license might be used by different types of libraries—for example, authorized use in an academic library will be related to teaching, scholarship, and research, while authorized use in a corporate library will be focused on internal use and employee research (66). The appendixes include a copy of Sections 107 and 108 of the US Copyright Act, which determines whether something is fair use or available for distribution through interlibrary loan; the final appendix is a digital licensing clause checklist to be consulted when reviewing and negotiating a license.

This book will be most useful to library professionals and students who are new to licensing. The guide provides a plain-English introduction to digital licensing and can walk inexperienced librarians through the process of drafting, organizing, and negotiating according to patrons’ needs. Experienced readers may draw insight from certain portions of the book, specifically in regards to changing technologies, such as text and data mining, interlibrary loan, open access, and archiving and perpetual access. Supervisors may also find the book to be a useful tool when drafting language that will be used to teach others about the licensing process, i.e., the language provided in the sample licensing policy. Harris claims that “keeping it simple is the