

# Simple Supports for Dynamic Exhibits

Society of Ohio Archivists | Annual meeting 2017 - *Keeping History Alive*

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**The purpose of matting:** *Matting flat archival material provides protection which can also serve as aesthetically pleasant housing during exhibition and general handling. Matting is multifaceted, it can be used for display, storage and to provide extra support for extremely fragile objects.*

**The purpose of an angled support:** *Gently raising the angle at which archival material is displayed can enhance accessibility as well as the dynamic aesthetics of the exhibit. Angled supports can safely increase visibility at different shelf levels or put emphasis on important objects.*

**Expectations** - Attendees will learn how preventative preservation can enhance the aesthetics of exhibiting flat archival material, and ways to create safe and inexpensive mounts and supports that create multiple viewing angles to accommodate a variety of cases.

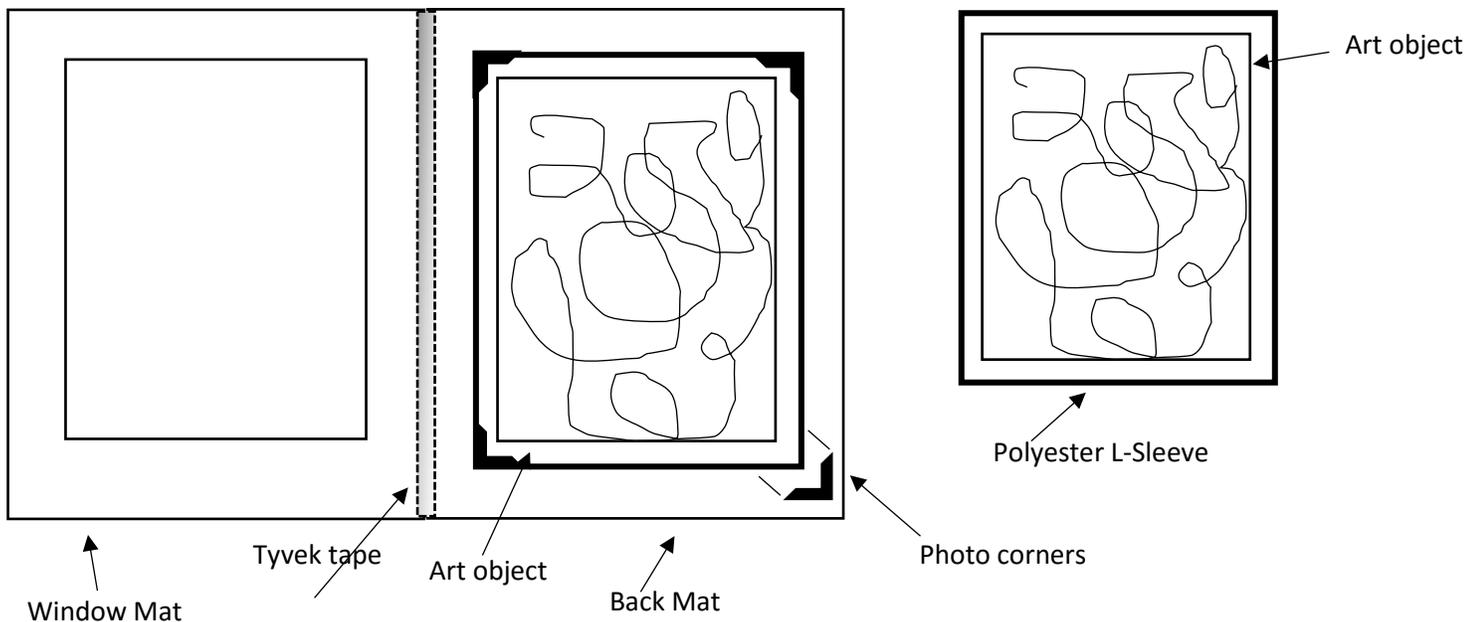
## Goals:

- Create a display mat with polyester corners as a mounting technique.
- Create a support to display several flat objects at the same time.

## Materials and supplies:

- Cutting mat
- Ruler
- Scalpel & scissors
- Bone folders
- Weights
- Window mat
- Back mat
- Art object
- Polyester corners
- Polyester L-sleeve
- Tyvek tape
- Mat board
- ArtCare FoamCore

## Parts of a Mat:



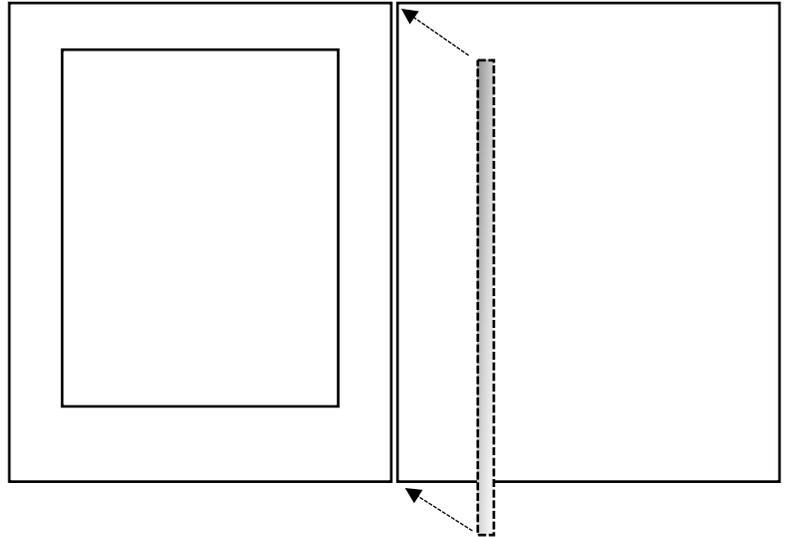
**Polyester sleeves should not be used with objects with friable media, such as pastels or deteriorating photographs, because the static charge on the polyester sleeve will attract particles.**

## Instructions:

*How to create a Standard mat with an encapsulated object mounted with photo corners:*

### Step 1:

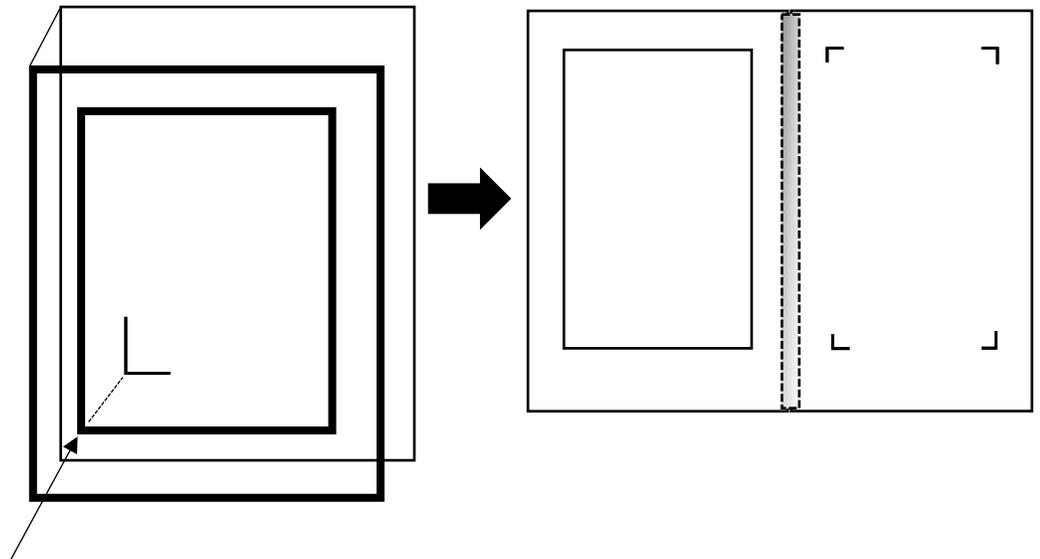
1. Attach the window mat to the back mat with a strip of Tyvek tape.
  - 1.1. Place the window mat facing down next to the back mat.
  - 1.2. Cut a piece of Tyvek tape the same height as the mats. Peel away backing of Tyvek tape, center it between where the two mats meet and press down.
  - 1.3. Bone down well with bonefolder and trim excess at top and bottom.



Note: The edges around the window mat are all the same dimensions. The bottom edge is slightly bigger for aesthetic reasons.

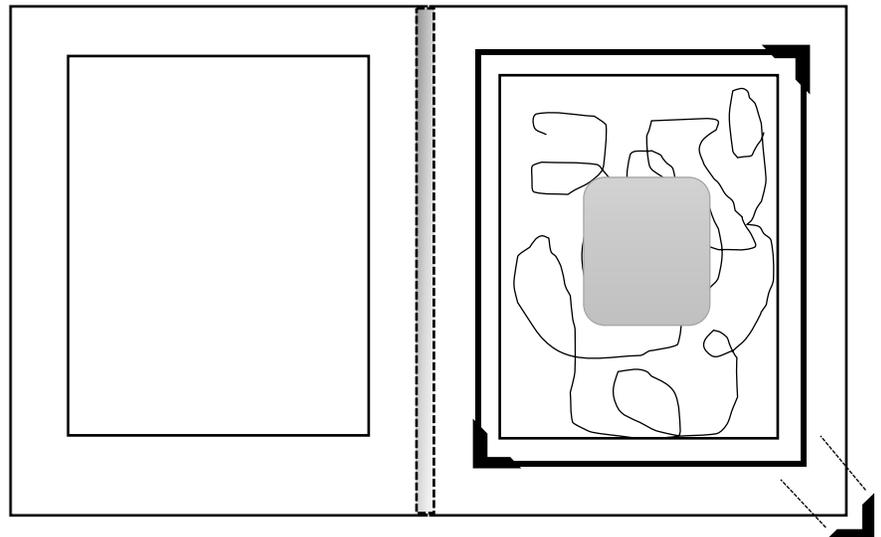
### Step 2:

2. With your standard mat closed:
  - 2.1. Trace the inside corners of the window mat onto the back mat, using a thin pencil. This will help you visualize where to place your object on the back mat.



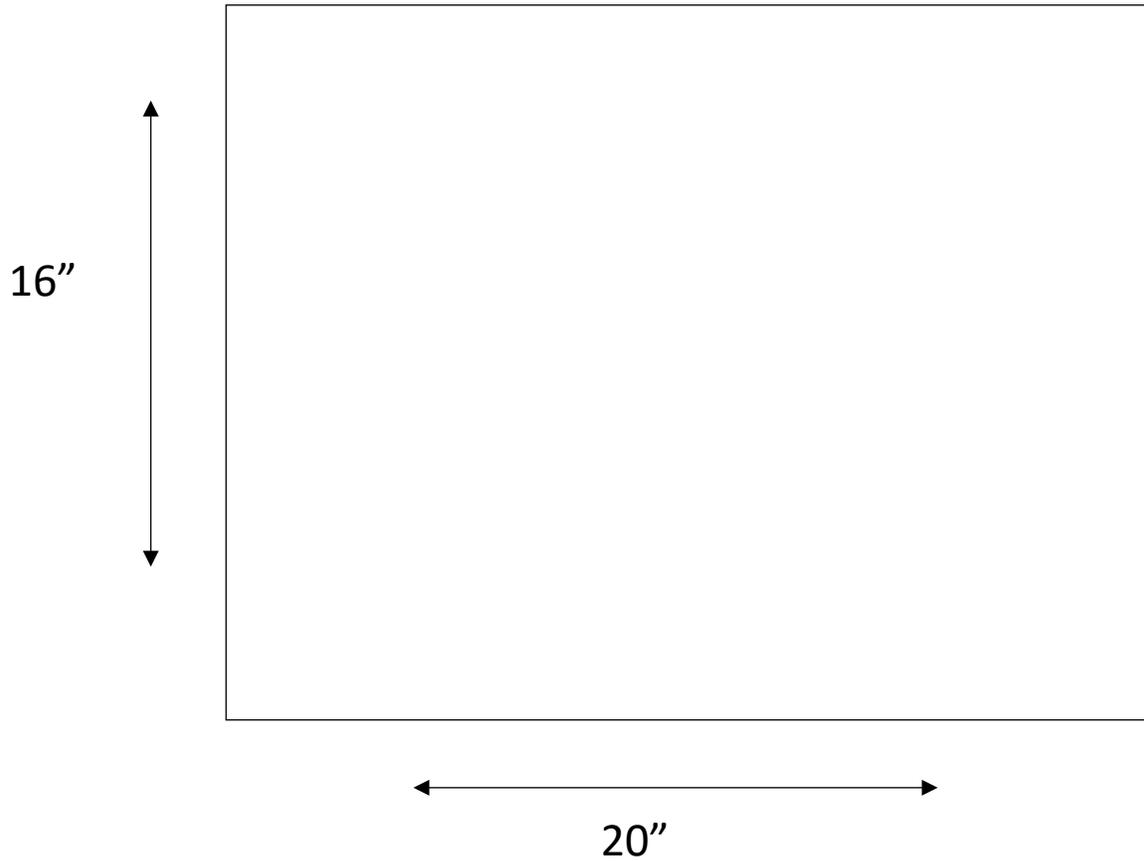
### Step 3

3. Center your art object within the pencil marks you created on the back mat.
  - 3.1. Secure your object with a weight (Mylar or hollytex can be use protect its surface) and slide the photo corners.
  - 3.2. Start on opposite corners. Lift one corner and slide the photo corner onto your object. Use a photocorner in all four corners.



**Instructions:**

*How to create an angled support:*



Step 1:

1. Determine the desired size of your display area and the height of the rise.

Keeping the rise below 4" at the highest point will minimize the need for additional strapping or supports for your items.

1.1 Our display area will be 14 " long by 16 " wide and our rise will be rise will be 3"

1.2 To calculate the total area of board add 2Xs the rise to the length of your desired display area. Cut your foam board to those dimensions

In our case we will be using a piece of foam board 20" X 16".



Step 2:

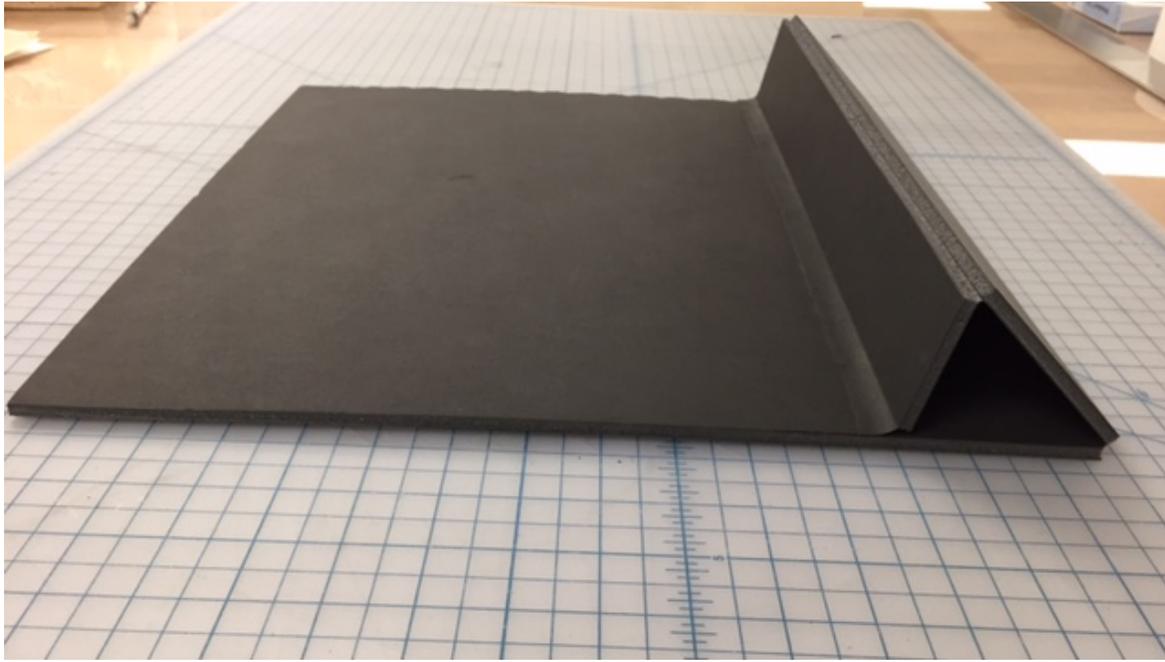
Cut through the top paper layer

2. Next line your ruler up with the short edge of the foam board and mark in three places at 3" and 6" (Marking in 3 places will insure a straight cut when you line your ruler up the 3 marks).
- 2.1. Now line your ruler up with your 3" marks and cut through the first paper layer of the foam board only. Repeat at the 6" mark.
- 2.2. Holding firmly crack the foam board along each cut.

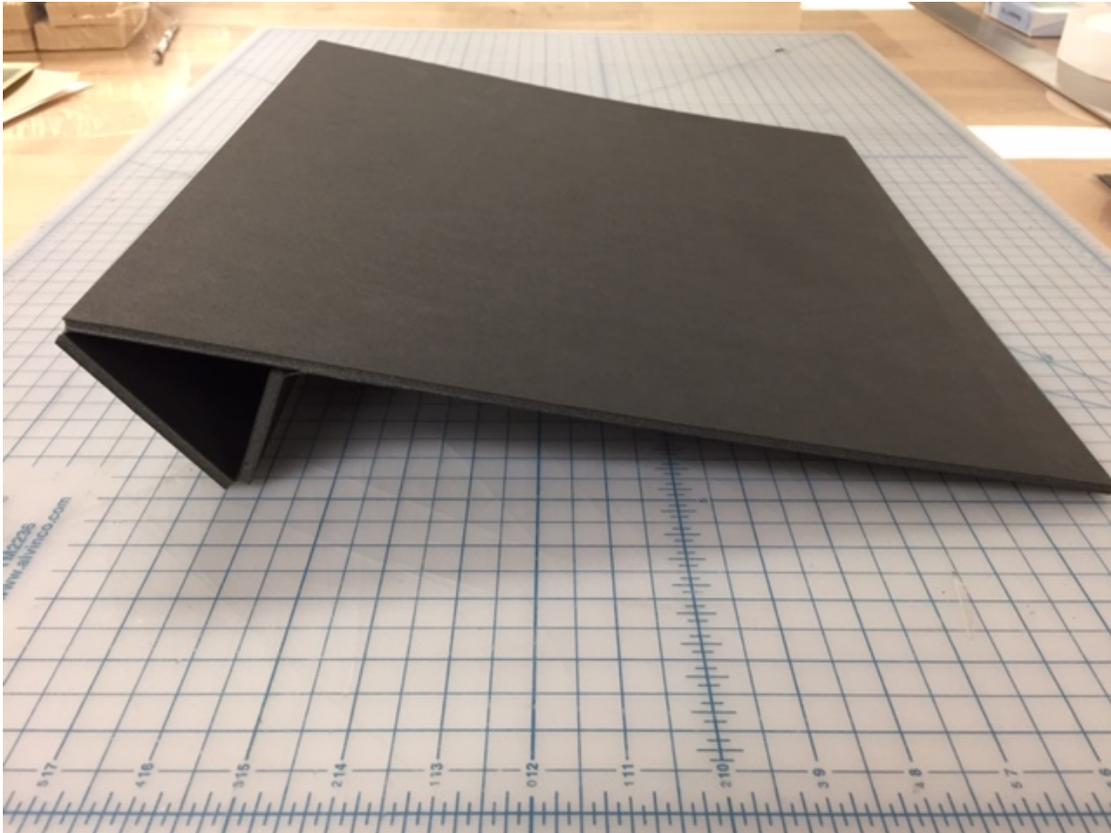
(Remove ALL but the bottom paper layer)



- 2.4. Flip your board over and measure 1/2 inch from the end and cut through the top layer of paper as you did in the previous steps
- 2.5. Next remove the all but the last layer of paper from your 1/2" section.
- 2.6. Add a strip of double sided tape to the inside of the 1/2 section of paper where you removed the foam core.



2.7. Remove the paper backing from the tape and fold the foam board so that the double sided tape meets the underside of the display area as shown above.



2.8. The final product will look similar to this



Step 3:

3. Next place your items on the support and lightly mark the where the corners meet the board with a pencil.
  - 3.1. After removing your object line a ruler between your two bottom marked corners when placing the polyethylene corners to keep them level.
  - 3.2. Some items will be secure with just two corners at a diagonal or at the bottom.
  - 3.3. If your item is likely to cockle or warp you may wish to secure it with four corners or place it in a Mylar L-sleeve to gently help it to keep its shape.

*NOTE: Polyester sleeves should not be used with objects with friable media, such as pastels or deteriorating photographs, because the static charge on the polyester sleeve will attract particles.*

- 3.4. Items such as board mounted photographs may only need a support to keep it from slipping downward. In this case use a piece of folded Mylar with double sided tape or a Mylar hinging strip.

**Suppliers of archival materials**

<b><u>Name</u></b>	<b><u>Address</u></b>	<b><u>Phone</u></b>	<b><u>Email</u></b>	<b><u>Website</u></b>
<b>Archival Methods</b>	235 Middle Road, Henrietta, NY 14467	(585) 334-7050	mail@archivalmethods.com	<a href="http://www.archivalmethods.com">www.archivalmethods.com</a>
<b>Archival Products</b>	P.O. Box 1413, Des Moines, IA 50306-1413	(800) 526-5640	<a href="mailto:info@archival.com">info@archival.com</a>	<a href="http://www.archival.com">www.archival.com</a>
<b>Archivart</b>	40 Eisenhower Drive, Paramus, NJ 07652	(800) 804-8428	<a href="mailto:archivart@nbframing.com">archivart@nbframing.com</a> ,	<a href="http://www.archivart.com">www.archivart.com</a>
<b>Conservation Resources International</b>	5532 Port Royal Road, Springfield, VA 22151	(800) 634-6932	<a href="mailto:sales@conservationresources.com">sales@conservationresources.com</a>	<a href="http://www.conservationresources.com">www.conservationresources.com</a>
<b>Dolphin Fine Art Papers</b>	2900 N Graham Road Suite A, Franklin, IN 46131	(877) 868-0002	<a href="mailto:dolphinpapers@mac.com">dolphinpapers@mac.com</a>	<a href="http://store.dolphinpapers.com/">http://store.dolphinpapers.com/</a>
<b>Gaylord Brothers, Inc</b>	P.O. ,Box 4901,Syracuse, NY 13221-4901	(800) 962-9580	customerservice@gaylord.com	<a href="http://www.gaylord.com">www.gaylord.com</a>
<b>Lineco</b>	P.O. Box 101, 517 Main St., Holyoke, MA 01041	(800) 322-7775	<a href="mailto:info@lineco.com">info@lineco.com</a>	<a href="http://www.lineco.com/">http://www.lineco.com/</a>
<b>MasterPak</b>	145 East 57th Street- 5th Floor New York, New York 10022	(800) 922-5522	service@masterpak-usa.com	: <a href="http://www.masterpak-usa.com">www.masterpak-usa.com</a>
<b>Museum Services Corporation</b>	385 Bridgepoint Way South Saint Paul, Minnesota 55075	(651) 450-8954	<a href="mailto:info@MuseumServicesCorporation.com">info@MuseumServicesCorporation.com</a> ,	<a href="http://www.museumservicescorporation.com/">http://www.museumservicescorporation.com/</a>
<b>TALAS</b>	330 Morgan Ave, Brooklyn, NY 11211	(212) 219-0770	info@talasonline.com	<a href="http://www.talasonline.com/">http://www.talasonline.com/</a>
<b>University Products</b>	517 Main Street, Holyoke, MA 01040	(800) 628-1912	info@universityproducts.com	<a href="http://www.universityproducts.com">www.universityproducts.com</a>

## Additional Resources:

1. Smithsonian Guidelines for Accessible Exhibition Design  
[https://www.si.edu/Accessibility/SGAED#page\\_6](https://www.si.edu/Accessibility/SGAED#page_6)
2. Environmental Conditions for Exhibiting Library and Archival Material  
ANSI/NISO Z39.79-2001 ISSN: 1041-5653  
[http://www.niso.org/apps/group\\_public/download.php/6482/](http://www.niso.org/apps/group_public/download.php/6482/)
3. Matting and Framing for Art and Artifacts on Paper  
<https://www.nedcc.org/free-resources/preservation-leaflets/4.-storage-and-handling/4.10-matting-and-framing-for-art-and-artifacts-on-paper>
4. Exhibit Mounting Variations For Objects On Paper (Parks Service Conserve O Gram)  
<https://www.nps.gov/museum/publications/conservoogram/13-04.pdf>
5. Library of Congress Preservation Guidelines for Matting and Framing  
<http://www.loc.gov/preservation/care/mat.html>
6. Making Mounting Corners For Photographs And Paper Objects  
<https://www.nps.gov/museum/publications/conservoogram/14-01.pdf>

