



# National Preservation Institute

P.O. Box 1702 Alexandria, VA 22313-1702 703.765.0100 info@npi.org www.npi.org

## Historic Property Management

### Seminar Overview

The physical treatment of a structure is the bottom line in keeping a building standing and in good repair. This nuts-and-bolts seminar addresses how to read your historic structure, search for solutions, and then care for the building envelope. Topics discussed include how to meet basic maintenance requirements; replace HVAC, fire, and security systems; implement pest management programs; and make your building accessible. Learn the fundamentals of hiring contractors, training custodial personnel, and understanding the role of other professionals who work in, on, and around the building. Review the significance of maintenance and disaster plans.

### Agenda

#### Introduction and Principles

- Problem identification and definition—recognizing opportunities
- Planning and prioritization
- People, politics, and dollars
- Predicting—anticipating the future
- Pragmatic solutions—product use
- Prognosis and evaluation—did we fix the problem?
- Prevention—future avoidance

#### Active Maintenance vs. Crisis Management

- Monitoring conditions and collecting data
- Maintenance standards and policies
- Maintenance plans and assessments
- Contracting—how to and who with
- Pest management
- Routine and cyclical maintenance
- Landscape and site management

#### Emergency Planning and Prevention

- Fire, safety, and security systems
- Sprinklers and plumbing
- Disaster planning

#### Mechanical Building Systems

- Systems integration—what, when, where, who, and how
- Environmental systems—climate control, HVAC, and humidity
- Lighting—artificial, natural, and ultraviolet radiation
- Sympathetic solutions

#### People and Their Impact

- Regulatory compliance
- Visitor services—signage, parking, and restrooms
- Accessibility—what is it really?
- ADA and building codes
- The Balancing Act—the public, boards, managers, curators and volunteers, and us
- The holistic approach and politics—contents, container, context, and community

**Site visits** highlighting examples of historic property management will be incorporated into each day's agenda.