



Latvijas Nacionālais arhivs

# DAMAGE REGISTER OF THE RIGA TOWN COUNCIL MEETING PROTOCOLS COLLECTION FROM THE "MAIN CHANCELLERY OF THE RIGA MAGISTRATE" FUND OF THE LATVIAN STATE HISTORICAL ARCHIVES

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On October 14, 2021, the Assembly of the Latvian National Commission for UNESCO decided to include the Riga Town Council Meeting Protocols from 1603 to 1890, preserved in the Latvian State Historical Archives (LSHA) of the National Archives of Latvia, in the Latvian National Register of the UNESCO Memory of the World Program. Fund No. 749 of the LSHA, *Main Chancellery of the Riga Magistrate*, contains documents dating from 1563 to 1905, totaling 8,830 archival units (see Figure 1, photographer Marika Vanaga).

For digitisation purposes, the sixth inventory list of the documents was selected: *Town Council Meeting Protocols. Rescripts of the Kings of Sweden and Governors-General. Citizen Petitions and Complaints. Purchase and Sale Agreements.*

The Riga Town Council Meeting Protocols cover the period from 1603 to 1890 and consist of 368 archival units. (see Figure 2, I.Cesberga) They contain extensive information about the inhabitants of the city. The Town Council was the main governing institution responsible for the admission of new citizens, adoption, appointment of guardians, inheritance cases, issuing of passports and certificates, and the administration of justice. Thus, the protocols provide insights both into individual lives and broader societal developments, offering a vivid portrayal of Riga's ethnic and social diversity. The compilation of the protocol books was the responsibility of the Chief Secretary of the Riga Town Council Chancellery. Each year, one—and later two—leather-bound protocol volumes were prepared.

The protocols were handwritten in German. Each volume was accompanied by personal and thematic indexes.

In preparation for digitisation, the staff of the Department for Preventive Preservation of Documents at the National Archives of Latvia carefully reviewed each bound volume.



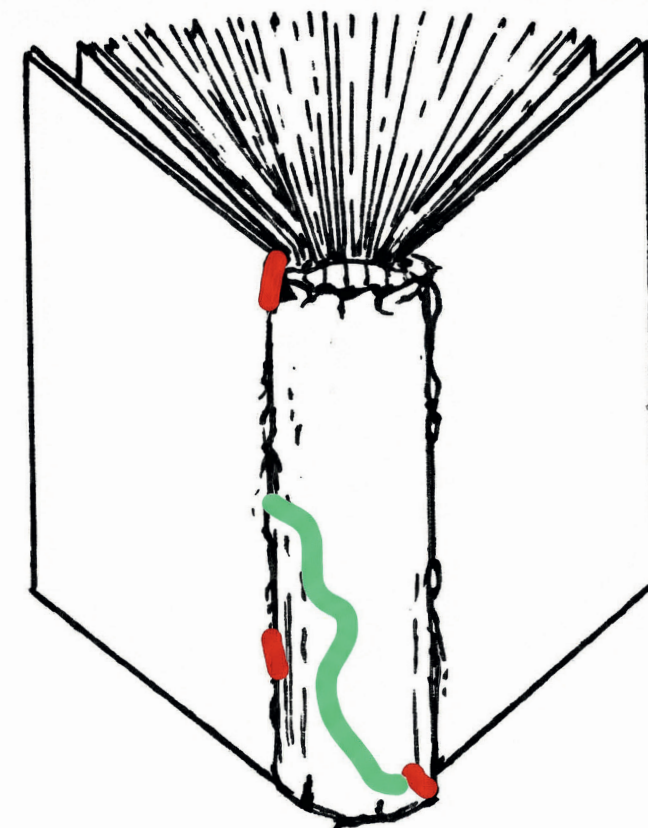
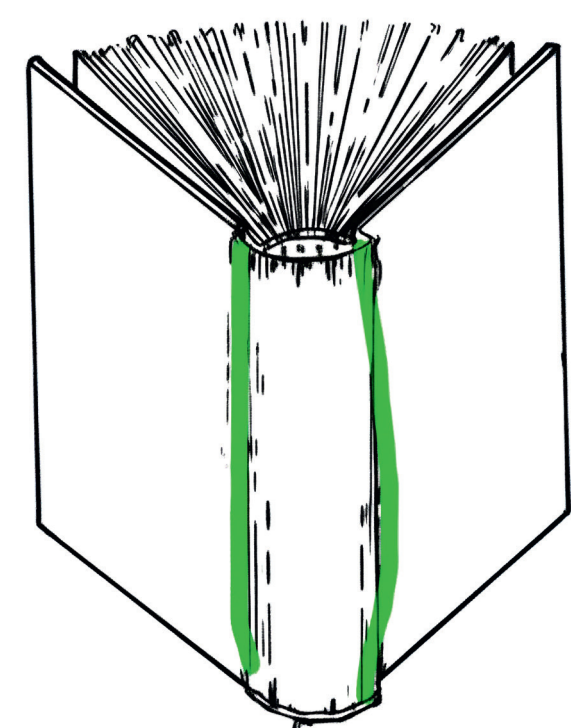
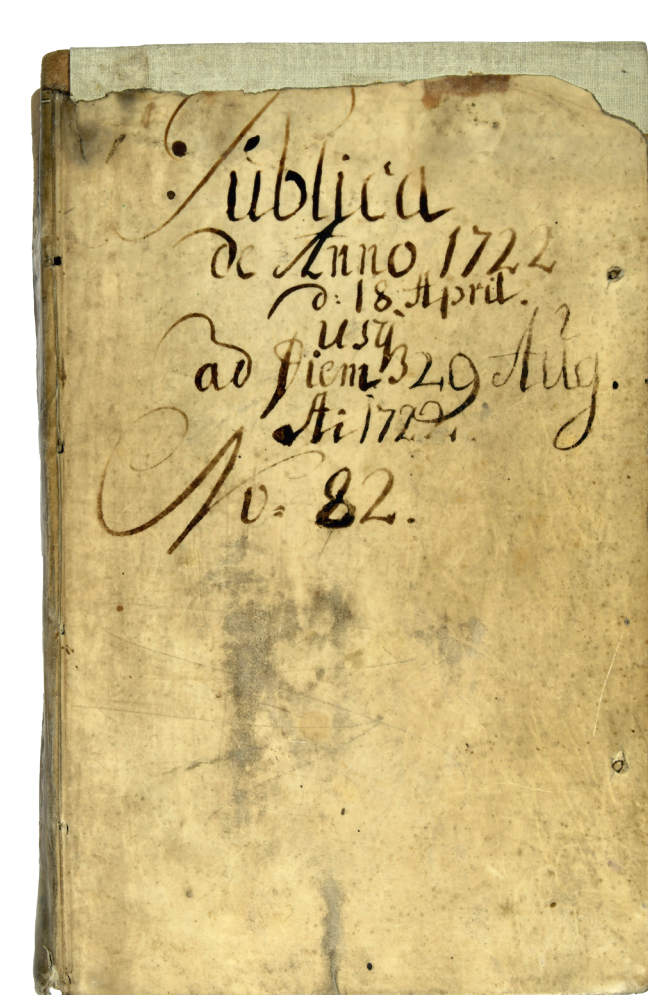
1. LVVA F749\_6. Riga Town Council Meeting Protocols



2. Riga Town Council Meeting Protocols

Glabājamās vienības (GV) uzskaites kods /Inventory code of the storage unit			GADS/ YEAR	GV numurēto lapu skaits/ amount of numbered pages	Iesējuma izmēri/ binding dimension			Bloka papīra veids/ Block paper type		Iesējuma vāka materiāls/ cover material	Zīmogs "mikrofilmēts"/ stamp - microfilmed	PIEZĪMES/NOTES				Restaurācijas gads/ year of restoration
Arhīva fonda Nr./ Archive Fund Nr	US Nr.	GV Nr.			augstums (cm)/ height	platums (cm)/ width	biezums -h (cm)/ thickness	Lupatmasas papīrs/ Rag paper	kokmasas/koksnes celuloze/ lumber/wood pulp			Pergaments/ parchment	Bloka griezumā krāsējums/ Block cut coloring	Bijusi labota/ has been corrected	Konservācija/ conservation	
749	6	1	1603-1605	229	33,5	20	5	x		x	x	-	x	x		
749	6	2	1643-1645	494	31,5	20	6,5	x		x	?	zils/ blue sarkans/red	x		x	
749	6	3	1645-1647	465	33	20	6,5	x		x	x	zils/ blue sarkans/red	x	x		
749	6	4	1655-1656	419	31,5	20	5,5	x		x	-	zils/ blue sarkans/red	x	x		x(1995)

3. Fragments from the Official Register



4. Extended Register to Meet the Department's Needs

The condition of the covers and bindings was assessed, a damage register was created (see Figure 3), and photographic documentation was carried out. The register records, as comprehensively as possible, visible damage to covers, text blocks, and paper, along with additional observations and notes that may prove useful in the future. This damage register will facilitate the work of conservators and enhance research opportunities for scholars.

Although storage conditions had generally been satisfactory, some volumes nevertheless suffered damage over time. Alongside the creation of the damage register, conservation work was carried out, including the filling of losses, reinforcement, and reattachment of partially detached covers to the book blocks (see Figure 4, 5).

Digitisation was carried out between 2022 and 2023, resulting in a total of 210,869 digital files.

At the storage facility of the National Archives of Latvia, located at 4 Palasta Street, visitors have a unique opportunity to view selected protocol volumes as well as other historical documents.

LIST OF REFERENCES:

- UNESCO Memory of the World Program. "Rīgas rātes protokoli, 1603–1890." Latvian National Register nomination documentation.
- Latvian State Historical Archives, Fund No. 749: Main Chancellery of the Riga Magistrate, 1563–1905.

Restaurēt/  
Restore

Konservācija/  
Conservation

Ir bijis restaurēts /  
veikta konservācija/  
Has been restored/  
Conservation has been carried out

Izmantots cits materiāls  
labošanai - vākiem/  
other material used for  
repair - covers

5. Extended Register to Meet the Department's Needs