

Chapter 2

Rekso Pustoko Library of Mangkunegaran Palace

In this chapter, I would like to explain about the general information of Rekso Pustoko Library of Mangkunegaran Palace. The information includes short profile of the library, the organizational structure, the duties, and the facilities in Rekso Pustoko Library of Mangkunegaran Palace.

Short Profile of Rekso Pustoko Library of Mangkunegaran Palace

Rekso Pustoko is an ancient library owned by Mangkunegaran Palace, which keeps many history records about prehistories of Indonesian. Rekso Pustoko Library of Mangkunegaran Palace was established on August 11, 1867, created on the initiative by Mangkunegoro IV. Rekso Pustoko library has some meaning. The meaning of Rekso are safeguarding, securing, maintaining, and writing letters. While the meaning of Pustoko are writing, books, data, and correspondence. Rekso Pustoko has a function as an archive institution of the all activities for a state government. In the beginning of 1877, Rekso Pustoko became an official library in Mangkunegaran Palace, it was not only used for keeping archives of letters, but also for keeping manuscripts, books, and photos only for Mangkunegaran Palace.

At first, Rekso Pustoko was only used for Mangkunegaran people. As the time flies, the needs of the information at Rekso Pustoko was very high, especially for people who wanted to make research. They need it to make thesis and research, to learn the history of Mangkunegaran, to learn about Javanese or to learn about the prehistory of Indonesian. Rekso Pustoko was opened to the public in the 1980 and it was financed by Suryo Sumirat Foundation. After Mangkunegoro IV passed away, the development of Rekso Pustoko was handled by Mangkunegoro VI, then it was continued by Mangkunegoro IX. In 2017, the library reached the age of 150 years old. Rekso Pustoko currently has eight staffs and led by G.R.A.Y Retno Rosati Boedhiono Kadarisman. Based on their dedication in servicing Mangkunegaran to maintain the historical and cultural heritage, they are appointed as a part of the library.

Rekso Pustoko Library is located on Jl. Ronggowarsito, Keprabon, Banjarsari, Surakarta, 57131, Central Java, Indonesia. The library is precisely located on the eastern side of Pendopo Ageng Mangkunegaran Palace or north of the east gate of Mangkunegaran Palace.

commit to user

The Organizational Structure of Rekso Pustoko Library of Mangkunegaran Palace

The divisions that work under the head of Rekso Pustoko Library in Mangkunegaran Palace are Secretary, Administration, Employee Affairs, and Staff.

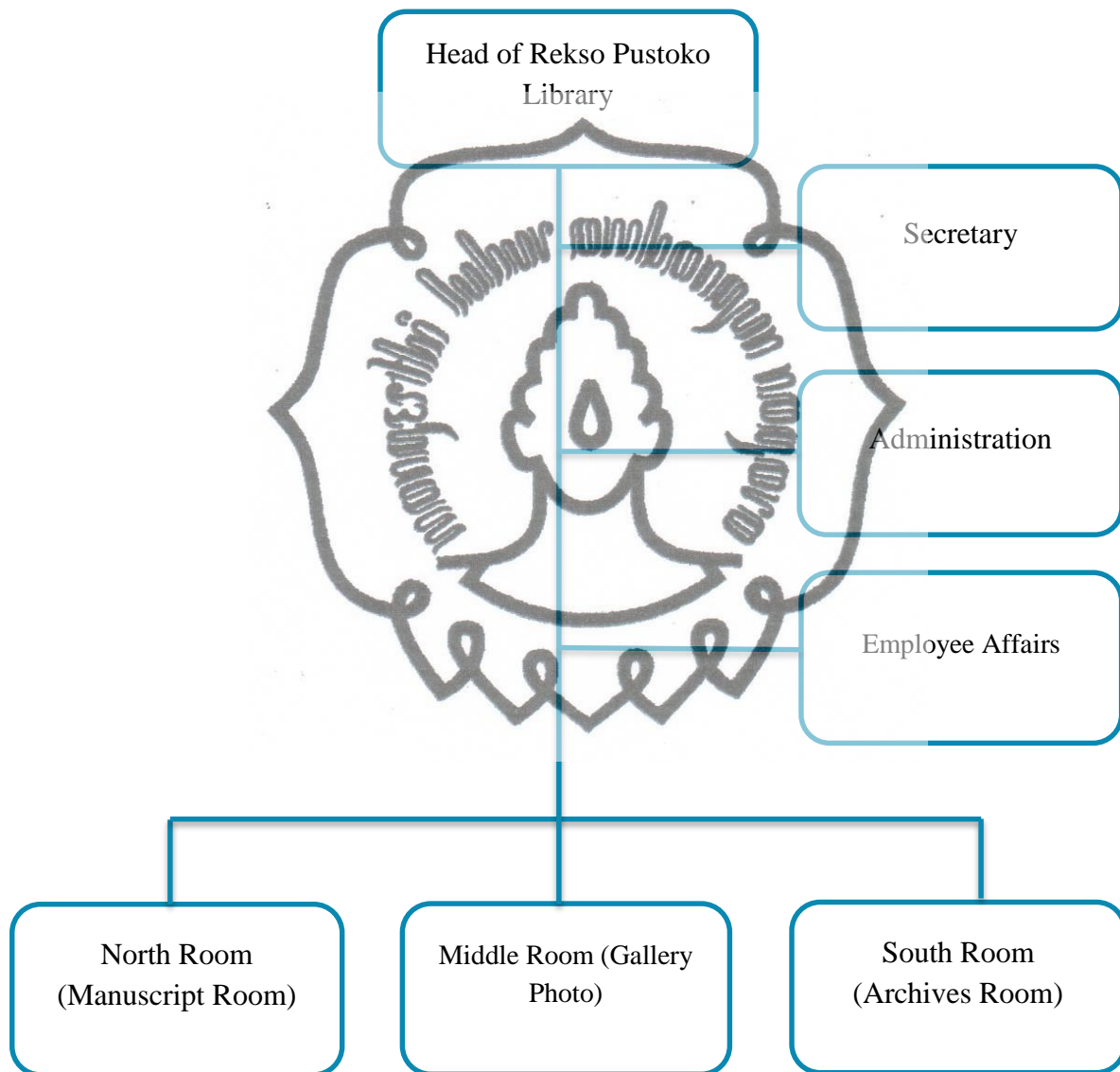


Figure 2.1 Organizational Structure of Rekso Pustoko Library Mangkunegaran

Organizational Structure

1. Head of Rekso Pustoko Library is G.R.A.Y Retno Rosati Boedhiono Kadarisman
2. Secretary is Mas Ngabehi Basuki
3. Coordinator is R.Ay.T.Th Amani Pudjiastuti
4. Employee Affair is R.Ngt. Ng. Dra Darweni M.hum
5. Staffs:
 - 1) M. Dm Tri Widodo
 - 2) Ngabehi Andreas Waluyo
 - 3) Surya Hema Malini, S.S
 - 4) Permata Aji BM, S.S
 - 5) Bayun Marsiwi, S.S

Job and Duties in Rekso Pustoko Library

1. Head of Rekso Pustoko Library.

The head Rekso Pustoko has a responsibility to manage the secretary, administration and employee affairs.

The head of Rekso Pustoko also has a responsibility to handle manuscript room, gallery photo, and archive room.
2. Secretary.

The secretary has duties to edit and scan the photo of manuscripts, letters, and documents.
3. Coordinator.

The coordinator has duties to handle the finance of the library and to manage archive photos
4. Employee affairs.

Employee affair has duties to arrange the schedule of the staff and to manage the manuscript.
5. Staff.

The staff duties are:

 - a. The staff has a duty to type old spelling of the manuscripts or books into new spelling from Javanese language into *Bahasa Indonesia* in the computer.

commit to user

- b. The staff has a duty to write in Javanese language into Javanese Latin and make it as a clipping.
- c. The staff has a duty to translate from Javanese into *Bahasa Indonesia*
- d. The staff has duties to take a picture and scan old manuscript and letter then save it into the computer.

Function of Rekso Pustoko Library:

1. In the beginning, the function of Rekso Pustoko is a place to keep archives (*pertinggal*) from Mangkunegoro IV until Mangkunegoro VIII and constitutional or rules of Mangkunegaran Palace, there is a book about Mangkunegaran Law (*pranatan projo*) and the collections of it was functioned to provide and to serve the head government official and Mangkunegaran.
2. Besides keeping letters of the archives (*pertinggal* and *pranataan projo*), Rekso Pustoko library of Mangkunegaran Palace is also as a place to keep the various of books, literary works, cultural arts, teaching (*piwulang*), attitudes, history, etc.
3. Now, the function of Rekso Pustoko Mangkunegaran as a source of cultural information. Besides, it provides cultural insight to enrich and participate in helping the nation for a better future.

The Objectives of Rekso Pustoko Library:

Rekso Pustoko Library of Mangkunegaran Palace has the objectives, such as:

1. Implementing the renewal of library management.
2. Improving services to people enthusiasts.
3. Taking a step to protect /rescuing of ancient texts.
4. Translating foreign language into *Bahasa Indonesia*.

Rooms in Rekso Pustoko Library:

Rekso Pustoko Library of Mangkunegaran Palace has three main rooms they are, north room, middle room and south room.

1. North Room

In this room, there is a reading place used by researchers and readers. There are also a collection of books and manuscripts.

2. Middle Room

The room contains documents of ancient photographs and personal photographs of government activities. There are also books of foreign language.

3. South Room

This space is used to keep archives.

Collections in Rekso Pustoko Library:

1. Collection of books and manuscripts

For example, *Serat Anggitan* and *Serat Sariro*

2. Collection of photos gallery

For example, there are photos of Dutch East Indies which does not exist on internet.

3. Collection of archives

For example, there are foreign letters from Queen Juliana. Japan Empire, even though letters from Queen of Britain.

Collection Care in Rekso Pustoko Library:

There are several ways to keep the collection:

1. The library always uses camphor, it is only used to repel insects.
2. At least once in a year, the library did fumigation which aims to kill the germs, insects and fungi that attack the paper.
3. To keep the manuscripts the library using a manuscript box. This manuscript box is like an envelope made of a neutral cardboard or acid-free and base-free of paperboard. It aims to protect the scripts that have been damaged, so that the damage does not get worse. A human hand contains acid when the hand often holds the script it will make the script more damaged. Each of manuscript box takes cost IDR 80,000. In a year, Rekso Pustoko only able to make a hundred pieces of manuscript box, which spends IDR 800,000/year.
4. Restoration of the manuscript is using Japanese tissue. It is done to protect the books or scripts that has been fragile will not be broken or ripped.

Visitors Access:

The schedule access to Rekso Pustoko library:

Monday-Thursday	: 9:00 AM to 12:30 PM
Friday	: 9:00 AM to 11:00 AM
Saturday	: 9:00 AM to 11:30 AM

Facility in Rekso Pustoko Library

1. Internet

The Wi-Fi is used for facilitating the visitor

2. Computer

The library provides computer for visitors who want to type and to search information.

