TOWN OF GAINESVILLE PUBLIC LIBRARY SILVER SPRINGS, NEW YORK

COLLECTION DEVELOPMENT - - LOCAL HISTORY, LIBRARY

The Town of Gainesville Public Library (“The Library”) recognizes the obligation to make accessible Local History and Local Authors collections, which contain works from authors from Wyoming County or documentation of the history of Gainesville, Rock Glenn, Silver Springs and surrounding regions. The collections will primarily consist of books and other published items, papers and other items. There are videos pertaining to local history and the library will endeavor to have them converted to DVD format to enable patrons to view. The items are barcoded to allow for listing in the OWWL catalog; those for in-house use only will be marked as restricted.

The library reserves sole discretion in making all decisions about what materials will be accepted and house in its Local History Collections. Selection criteria will include, but may not be limited to, how material fits into the existing collection. What kind of information it offers, relevance to non-duplication of materials, cost to preserve and store, available copies at other archives.

There are items that do not circulate but are for in-house use only. Copying is allowed and digital photography is the preferred method. There is a copy machine located by the service desk where Library staff can make copies; donations are accepted for this service.

**Suggestions for Additions to the Collection**

To assure the acquisition of resources by the Library, patron suggestions are always considered for addition to collections. Patrons can request specific items to purchase by speaking with the Library Director.

**Deaccessioning Local History and Author Collection**

The library reserves the right to periodically reevaluate materials in the Local History collections and deaccession certain items from the collection in a manner consistent with professional standards and will consider advice from Wyoming County Historian. If the item is no longer relevant to the Library’s mission and purpose; has deteriorated beyond its usefulness; is void of research or education vaule; is decomposing and other conditions will be addressed in the evaluation decision.

Deaccessioned items will be offered to the original donor or his agent if so requested at the time of donation. If the donor wishes not to reclaim, or cannot be located, the Library reserves the right to handle the situation as they see fit.

Request may be made to special order books and microfilm from libraries outside the PLS area. See the Borrowing and Circulation Policy for more information.

**Local History Collection Approved by the Board: March 25, 2024**