

# Pine River Public Library District

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## Local History Collection Development Policy

### Purpose and Scope of the Local History Collection

The purpose of the Local History Collection is to identify, preserve, and make available for research materials of enduring value related to Bayfield and the Pine River Valley area of Colorado. While this region is the focus of the Local History Collection, selected materials more generally about La Plata County and the State of Colorado will be included provided that they help set our area within a historical context. Genealogies and family histories will be collected only for families with a substantial connection to the library district. In order to tell a more complete story of our region, Pine River Library will be deliberate in the expansion of voices represented in the Local History Collection. Historically marginalized communities will be of special interest.

As an historical resource this collection reflects the terminology, language, and imagery of the era in which it was created. Subsequently items may include content which may cause offense. Although the library board does not condone such content the district is committed to providing unaltered access to historical materials.

The Collection houses materials in a variety of formats including, but not limited to, books, directories, yearbooks, maps, atlases, photographs, pamphlets, slides, digital files, and select audiovisual materials when proper storage and playback ability are available. Items not collected include duplicates, items in poor condition or requiring conservation, and items with restrictions on use. Artifacts will generally not be considered due to storage constraints.

The library holds these materials in trust for future generations, and therefore some items may be available for library use only.

The Pine River Public Library District wishes to work cooperatively with historical societies and local community groups to gather and preserve the history of the region without duplication or competition.

### Digital Preservation

Digital preservation covers digitized and born-digital materials within the Local History Collection. Digital materials will be added to the collection in accordance with the purpose and scope of this policy. Preservation strategies will address evolving capabilities, standards, and best practices, and will ensure the authenticity and integrity of the content. In order to maintain and improve the quality of the digital collection, items may be periodically withdrawn.

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## **Purchases, Gifts, and Loans**

Materials may be added by gift, purchase, or any other transaction by which title passes to the Library. Donations will be accepted provided that (a) there is a signed Gift Agreement form that legally transfers ownership of the materials to the Pine River Public Library District, and (b) the donor does not require restrictions on use. Items will not be accepted to the collection on a temporary basis. Under special circumstances, items from the Pine River Public Library District may be loaned to other institutions for exhibition.

## **Discarding Materials**

In order to maintain the quality of the collection, materials may be deaccessioned due to irrelevance, space considerations, duplication (including digital duplication), or condition.

*Policy submitted to Board of Trustees: October 2024*

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