

**Policy: Operational - Local History**

**Department: Library**

**Effective Date: September 2016**

**Revision Date: February 2025**

**Next Year of Review: 2027**

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## **Purpose**

This policy describes the purpose and nature of Bruce County Public Library's Local History collection. The library collection complements the collections of the Bruce County Museum and Cultural Centre.

Bruce County Public Library's local history collection strives to reflect respect for, and reconciliation with, Indigenous peoples of this area and its unceded territory. The Library makes every effort to develop this collection to recognize and reflect all peoples who have lived here.

## **Scope**

Where branches have a local history collection, the focus is materials relating to the history of Bruce County and surrounding area.

## **Collections**

1. The Bruce County Public Library does not collect primary sources which are more appropriately housed by the Bruce County Museum and Cultural Centre. An exception may be made for library documents pertaining to library history.
2. Writings of local authors that are not about Bruce County or the surrounding area are subject to the Collection Development Policy.
3. Works by and about local authors, and materials relating to the history of the area shall **may** be acquired if they meet the selection standards of the Library.
4. The library will subscribe to databases relevant to local history and genealogy research.
5. ~~It is not the mandate of the Bruce County Public Library to digitize local history documents.~~ **The Library may work in partnership with groups or organizations to share digitized local history materials.**

## Donations

1. Donated materials are assessed ~~in order~~ to establish their suitability to the collection. Primary sources, if donated to the library or found in the collection, can be offered to the Bruce County Museum and Cultural Centre for consideration.
2. Some materials may be deemed to be too fragile or bulky to accept. Any problematic items will be discussed with the donor and then returned or redirected as is mutually agreed upon.
3. All donated materials become the property of the Bruce County Public Library and are subject to collection development policies and procedures.

## Use

1. Local history materials may be used in the library only and will not circulate.
2. In special situations, a short-term loan may be arranged with the approval of the Library Director.

## Related Documents

Bruce County Public Library OP Collection Development Policy

**Materials Donation Agreement**

~~Bruce County Museum and Cultural Centre Collection Management Policy~~

~~Bruce County Museum and Cultural Centre Preservation Management Policy~~

~~Bruce County Museum and Cultural Centre Research Policy~~