

	THE CORPORATION OF THE COUNTY OF LAMBTON LAMBTON COUNTY LIBRARY POLICY MANUAL			
	Subject:	Local History Policy	Section R02	Index #09
	Effective Date:	September 6, 2023	Approved By: Lambton County Council	
	Revision Date:	June 7, 2023		
	Drafted on:	April 12, 1995		

PURPOSE

This policy provides guidance to ensure that the public has access to items of local historical interest.

POLICY

Lambton County Library maintains a local history collection to provide access to unique materials that help researchers and the public better understand the community and territory history. The collection complements the collections of Lambton County Archives, Oil Museum of Canada National Historic Site, and Lambton Heritage Museum and will not significantly duplicate those collections.

The Library’s local history collection strives to reflect respect for, and reconciliation with, Indigenous people of the area and its unceded territory. Some collection materials may have a historical colonial perspective. The Library makes every effort to develop this collection to recognize and reflect all peoples who have lived here.

RESPONSIBILITY

The responsibility for the implementation of this policy lies with the Manager, Library Services.

REGULATIONS

1. Lambton County Library will continue to build and maintain a local history collection.
2. Each Lambton County Library location will have a local history collection with special care and attention to include materials from the specific community or neighbourhood.

3. Lambton County Archives will serve as the central repository for local history and will hold responsibility for the cataloguing, storage and safekeeping of original historical documents. Duplicate copies, digital copies or photocopies of historical materials will be located in Lambton County Library locations. Original historical documents will not be held in libraries in an effort to ensure their safety and to reduce risk related to environmental exposure to agents of deterioration such as pests, incorrect temperature and relative humidity, ultraviolet light exposure, theft, vandalism, physical forces, water and fire.
4. From time to time, Lambton County Archives will review local history collections located in libraries and will make determinations whether items require relocation to Lambton County Archives.
5. Writings of local authors are subject to the Lambton County Library Collection Development Policy (R02.03).
6. Lambton County Library will subscribe to databases relevant to local history and genealogy research, where possible.
7. Local history materials are for use in the library only and will not circulate.
8. Employees from the Libraries Department will work collaboratively with employees from the County of Lambton Museums and Lambton County Archives to provide the public with greater access to local history information. This may include but is not limited to: program development and / or delivery and the installation of temporary exhibits and / or displays.

ASSOCIATED DOCUMENTS

Lambton County Library Collection Development Policy (R02.03)

POLICY HISTORY

REVISION	DATE	PREPARED BY
Created	September 6, 2023	Manager, Library Services