

Tuxedo Park Library
Materials Selection Policy
Local History Room

1. The general aim of the Library with regard to local history materials is to attain a fair degree of inclusiveness. It is the general policy of the Library to acquire, as far as is practicable, one copy for reference use of all materials contributing to the scholarship of the Town of Tuxedo and its local environs. Duplicates of material likely to be useful for circulation, including standard works and current publications on subjects in demand, are acquired when available.
2. The Library will collect or purchase photographs, photographic negatives, prints, books, pamphlets, periodicals, newspapers, serials, documents, maps, atlases clippings, videos, and post cards. The Library will collect a representative collection of photographs of local persons, buildings, outdoor views, and subjects such as agriculture, industry, etc., both past and present.
3. The Library will not purchase, collect or accept gifts of paintings or museum objects.
4. All items accepted by the Library as gifts become the sole property of the Library and may be used or disposed of in whatever manner the Library deems appropriate. Gifts must be free from donor-imposed restrictions.
5. It is the policy of the Tuxedo Park Library not to loan items or materials from the Local History Room. There are several duplicate titles in the circulating collection. Exceptions will be considered for educational purposes at the discretion of the Director.

Adopted by the Board of Trustees, March 1992
Revised March 14, 2007

