



## Library Collection Development Policy

### Basic Premise

The Jackson County Genealogy Library collects genealogical and relevant historical published materials about the entire world. In addition, well-organized and presented unpublished materials may be included. (See separate policy, currently under development.)

### Priorities for adding materials to the library collection:

#### Genealogy and Relevant History of

- Jackson County, Oregon
- Southern Oregon
- Adjacent and nearby Northern California (especially Siskiyou County)
- Oregon
- Northern California
- Pacific Northwest (Washington, Idaho, Nevada)
- The remainder of California

For materials not related to the genealogy (or relevant history) of the above:

- Materials relevant to a whole state are preferred over materials about a specific county
- Materials relevant to a whole country are preferred over materials about a portion of the country

**Quilt Books** may be added to the Library collection if they are about one of the following:

- The Westward Movement, especially the Oregon Trail
- The History of quilts and quilting, particularly in Oregon, the Pacific Northwest, and California

Quilt books would be cataloged. Almost all would be Circulating rather than Reference. One or more might be located near the Quilt Exhibit, but most would be shelved in their Dewey number (746.46).

### Purchases versus donations

- Accept donated materials we would not purchase (for example, material about a specific county in a distant state)
- Accept family histories, but seldom would consider purchasing one (unless it relates to a Jackson County or southern Oregon family)

### **Weeding the collection**

- Materials relating to technology should generally not be more than 3 years old. Questions regarding specific titles' usefulness after 3 years should be forwarded to the Tech Committee
- Materials which are "dated" (i.e. include out-of-date information on how and where to conduct genealogy research) should be discarded
- Materials which have not checked out in 3 years should be discarded if there is a reference copy
- Materials which have not checked out in 3 years, and which are the only copy, should be considered for transfer to reference.
- Materials in which information may be quickly looked up either in a reference copy or online, should not be kept in the Circulating Collection