

Historical Room Collection Development Policy

Purpose

The purpose of the Historical Room Collection of the Johnson County Public Library is to:

- Preserve and make available materials that document the history and genealogical information of:
 - Johnson County
 - Some surrounding counties (including Marion, Morgan, Brown, Bartholomew, and Shelby. Other counties or areas may be included.)
 - The state of Indiana in general
 - Other states whose history and population influenced the development of Johnson County and its inhabitants
 - Preserve historical information about Indiana written by prominent Johnson County or Indiana authors
- Preserve and make available rare and valuable materials

Scope and Format

Primary Goal - To comprehensively obtain historical and genealogical resources pertaining to Johnson County, including but not limited to:

- Historical accounts of the County
- Historical accounts of various entities in the County, such as cities or areas, organizations, churches, schools, cemeteries, etc.
- Indexes to primary sources and secondary sources documenting genealogical information
- Family histories of significance to the County, including other states in migration pathways to Johnson County, such as Kentucky, Tennessee, Virginia, Ohio, and Pennsylvania
- Local publications, including the Daily Journal newspaper
- Vital statistics relating to the County
- Local maps, both current and historical
- Yearbooks of Franklin College and the public high schools in the Library's district
- Works and records documenting the history of the Johnson County Public Library

Secondary Goal - To obtain:

- Vital statistics relating to Indiana
- Publications of the Indiana Genealogical Society (retaining the three most current years)
- Publications of the Indiana Historical Society (retaining the three most current years)
- Histories and genealogical resources of surrounding counties (including Marion, Morgan, Brown, Bartholomew, Shelby. Other areas may also be included.)
- Records from selected local organizations

Formats

Included –formats that are collected and maintained include, but are not limited to:

- Bound printed material, including monographs and serials
- Audio compact discs
- DVDs
- Oversized flat printed material, such as maps
- Microforms, including 35 mm, 16 mm and fiche
- Artwork (two-dimensional)
- Loose-leaf printed material (for inclusion in vertical files)

Not included – the following formats will not be collected, with exception made for items to be used for display or other approved purposes:

- Three-dimensional artifacts
- Photographs or slides
- Clothing or costumes
- Ephemera

Loans

Items from the Historical Room collection do not circulate and must be used in the Room. They cannot be borrowed via InterLibrary Loan. Any exceptions must be expressly approved by the Director.

Document History and Version Control Table			
Version	Action	Approval Authority	Action Date
1.0	Adopted	JCPL Board	01-10-1986
2.0	Changes Accepted	JCPL Board	08-08-1989
3.0	Changes Accepted	JCPL Board	06-15-1993
4.0	Changes Accepted	JCPL Board	08-21-2007
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