

History Room Collections Policy

The **Pelham Free Public Library History Room** consists of an archival collection, a book collection, a reading room for use by the general public, and a storage room to house the collections.

The **Pelham Free Public Library Archives Collection** (manuscripts, documentary materials, etc.) documents the town of Pelham, Massachusetts, its people, history, culture, authors, and natural resources, as well as the town's experience during Shays' Rebellion [1786-87].

The **History Room Special Collection** (books) collects books on Pelham and Shays' Rebellion, as above, select books on the history of Western Massachusetts, books written by Pelham authors and other books of particular value owned by the Library as determined by the Library Director in consultation with the History Room Coordinator.

Selected books in Special Collections are available for circulation, according to library circulation policy. All other materials in the History Room collections do not circulate. Single photocopies from the History Room's collections are permitted with permission of a staff member provided that photocopying does not harm the item nor violate copyright restrictions.

Permission to quote from the collection is permitted provided that acknowledgement be made to the Pelham Library History Room.

The Library explicitly is to hold copyright for all gifts received other than publications which retain their original copyrights. The Library may remove from its History Room collections any items which it deems inappropriate for permanent retention at any time. The Library does not appraise gifts for tax or other purposes.

The Reading Room is open to individuals and groups for research or meetings. Scheduling is done through the Library. The Storage Room is closed to the public. Its contents may be accessed by the public only with the assistance of the History Room Coordinator or an authorized representative of the Pelham Historical Society.

Approved by Library Trustees, 4/17/24

Trustee Chair