

# Crandon Public Library Historical Collections Policy

## **General Policy:**

The objects contained in the Historical Collection are non-circulating materials. Some of them are in fragile condition and irreplaceable; hence, certain precautions are necessary:

Microfiche, Newspaper Books, Crandon School District Yearbooks, Local History, Binders, and all Reference Materials.

- ✓ No materials are to be taken from the Historical Collections.
- ✓ The Director/Staff reserves the right to inspect all research material and all personal articles before a patron leaves the area.

Appointments to use the Historical Collections are necessary and may be made by calling 715-478-3784 or by emailing the Library at [info@crandonpl.org](mailto:info@crandonpl.org).

## **Purpose**

The principal goal of the Crandon Public Library's Historical Collection is to collect, preserve, describe, exhibit, and make available to students, community members, and researchers, materials that record the history of the City of Crandon and the surrounding Forest County area.