

MAYOR AND COUNCIL COMMUNICATION

DATE: March 21, 2023
TO: Mayor and Council
FROM: Regina Reed, Library Director
THROUGH: Crystal Caldera, City Manager
SUBJECT: Presentation, Discussion, and Possible Action on the Leon Valley Public Library Policy Article 11: Archives - R.Reed, Library Director
SPONSOR(S): N/A

PURPOSE

The Leon Valley Public Library does not currently have an Archives Policy.

The policy will define the purpose of the collection, the scope of the local history and archives collection, the acquisitions of material, the care and keeping of materials, the use of local history and archives collection materials, and the reproduction of archive room material. The policy will also establish a deed of gift form, a request for photographic services form, and a request for access to collections form.

SEE LEON VALLEY

Social – The Leon Valley Public Library Archives contains the history of Leon Valley and the surrounding areas. Studying local history helps us understand social questions, problems, and culture.

Economic – N/A

Environmental – N/A

FISCAL IMPACT

N/A

STRATEGIC GOALS

#6 “Citizen Involvement” and #7 - “Parks, Recreational Green Space and Cultural Opportunities”

RECOMMENDATION

The Library Board recommends approval of the bylaws.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary