

Local History Research Room Collection

Purpose

- To acquire, preserve and make available primary source materials that document the history of the City of Marquette, surrounding townships, Marquette County, and Peter White Public Library.
- To support the teaching, learning, and research needs of the local community and schools, and researchers and genealogists interested in this region.
- To select materials intentionally, inform the public of our materials, and encourage the donation of materials that support our mission.

Mission

The primary mission of the LHRR is to acquire, preserve, and make accessible materials that document the history of the City of Marquette, surrounding townships, and Marquette County. Emphasis is placed on the City of Marquette and the social, cultural, economic and industrial history of the city.

Collection Scope

The collection strives to document the history, from settlement to present day, of the City of Marquette, including industry, commerce, education, and recreation, as well as civic, religious, cultural, and social organizations. We are dedicated to documenting the lives and experiences of a broad range of Marquette residents. Materials from surrounding townships and Marquette County will also be accepted on a case-by-case basis. The library works with the Northern Michigan University Archives and the Marquette Regional History Center in order to augment and support each other's collections.

Geographical coverage

City of Marquette, surrounding townships, and Marquette County.

Dates of coverage

1849 to present day

Language

The collection scope is not limited by language, but the primary language of the collections is English.

Areas Collected:

Primary areas of collecting include, but are not limited to, the following:

- Architecture-Materials related to architecture of the City of Marquette.
- Business and Industry-Materials related to the local commerce.
- Education-Materials that document local public K-12 schools.
- Geography-Materials that contribute to a better understanding of the area's geography and demographics, including land use. Maps are accepted on a case-by-case basis.
- Organizations-Materials that chronicle the history of Marquette County social and cultural organizations and institutions.
- People and Families-Manuscripts and correspondence of families with strong connections to Marquette.

- Politics and Public Affairs-Materials that record the history, development, and current state of affairs of the government of the City of Marquette and Marquette County.
- Religion-Materials related to local churches and places of worship.
- Transportation-Materials related to the local railroads, shipping industry, and travel.
- Recreation, Sports and Leisure-Materials related to local recreation and leisure activities.

Selection Criteria:

- Relevance to the history of the City of Marquette, surrounding townships, and Marquette County
- Physical condition-The library will not accept material that shows damage from mold, mildew, water, insects, smoke, or dirt as such material can harm other items in the collection.
- Cost to store and preserve
- Security requirements to store or display
- Restrictions by donor
- Authenticity and completeness of record
- Non-duplication of material within the collection

Materials and Formats

Formats collected include, but not necessarily limited to, the following:

- Books
- Maps
- Sound recordings
- Photographs
- Scrapbooks
- Personal papers: Diaries, letters, & memories
- Government documents
- Institutional or organizational records
- K-12 school and college yearbooks
- City directories

Formats not accepted:

- Posters
- VHS recordings
- Obsolete digital formats, such as floppy discs
- Digital files that we cannot afford to maintain
- 3D artifacts or family heirlooms will not be added to the collections unless, in rare instances, they are deemed appropriate to the collection

Loans, Deposits, Purchases, and Restrictions

Purchases and deposits where ownership is not transferred to the library will only be considered in exceptional circumstances. Materials with restrictions will only be considered in exceptional circumstances.

Donations

The library reserves the right to decide how donated material(s) will be displayed or stored, if the material(s) may be used by the public, and how long the material(s) will be retained. Donated materials may be digitized and placed online for viewing, or otherwise reformatted. They may also be moved from the LHRR collection to other sections of the library, sold, or discarded. The library reserves the right to refuse an offered donation.

All donations become the property of the Peter White Public Library. For more information, please review the PWPL Donation and Gift policy.

Review and Deaccession:

The LHRR Collection will be reviewed at designated times, and the deaccession of some materials may take place. An object may be deaccessioned if it meets one of the following criteria:

- It does not fall within the scope of the library’s collection development policy
- There are conservation issues
- A duplicate and/or better version exists in the collection
- The library is unable to maintain it

Disposal of materials will be by one of the following methods:

- Gift, sale, exchange to other local history or educational institution
- Sale, preferably by public auction
- Destruction and disposal, in a sensitive manner

Access and Use

LHRR materials are fragile and/or irreplaceable. Research materials may only be used on-site and under the supervision of staff. A research form must be filled out to request materials. Research assistance is available based on staffing.

If the room is not staffed, researchers must request materials from the Reference Desk. A research form must be filled out to request materials. Research assistance is available based on staffing. Research services charges are based on the Research Policy and Fees scale (<http://www.uproc.lib.mi.us/pwplinfo/index.php/research/>).

Peter White Public Library Board of Trustees
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