

ADMINISTRATIVE REGULATIONS

TAB: Collections

DOCUMENT NUMBER: 30-20-30

SECTION: Library Collections

SUBJECT: SPECIAL COLLECTIONS

SUMMARY

This document defines the basis for establishing a special collection, describes how such collections are proposed, adopted, and continued, and lists currently authorized special collections.

Effective Date:

June 15, 2005

Reviewed:

October 4, 2017

October 27, 2021

October 12, 2023

DEFINITION

a. A special collection is a group of materials housed and classified separately from the general, circulating, reference, or periodical collections, brought together for a specific purpose or to serve a particular clientele.

Exclusions

b. The Library does not maintain a separate collection of rare books. The County Librarian may make provision for the separate storage and protection of rare and unusual items which relate to areas of special emphasis within the Library's general or special collections.

AUTHORITY

c. Collections are established or abandoned based on specifications in the Johnson County Library Collection Development Policy.

October 12, 2023

ARM 30-20-30 End