

Phelps Community Memorial Library
Local History Materials Policy

The Local History Room contains materials of interest to New York State, New York Counties, especially Ontario County, Phelps, general genealogical books, magazines, journals, aides, and books by local authors.

Many copies are rare and/or fragile. Some materials are locked in the two cases. A library staff member will unlock the case.

No Local History Room materials can be removed from the library.

Copying is allowed and digital photography is the preferred method. There is a copy machine located by the circulation desk where copies can be made for \$.15 a page. Printed pages from the computer are \$.05 each.

The Microform Reader/Printer is connected to a computer. You may print copies for \$.05 each. Microfilm available includes newspapers and vital records.

Library staff can order special books and microfilm from libraries outside the PLS area.

The library is a member of New England Historical & Genealogical Society. Ask a library staff member to log you into the NEHGS site.

Adopted by the Board of Trustees on February 18, 1986

Reviewed and revised July 1994

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