

Otis A. Thompson Local History Room Collection Development Policy

Purpose: The purpose of the Otis A. Thompson Local History Room collection is to preserve and make available materials that document the history and contain genealogical information of:

- Chenango County, N.Y.
- Surrounding counties: Madison, Cortland, Broome, Delaware, & Otsego: Some other counties and areas may also be included.
- New York State in general
- Other states whose history and population influenced the development of Chenango County and its inhabitants
- Preserve and make available material by Chenango County Authors

Primary Goals: - To obtain historical and genealogical resources pertaining to Chenango County, including but not limited to:

- Historical accounts of the county
- Historical accounts of various entities in the county, such as cities or areas, organizations churches, schools, cemeteries, etc.
- Indexes to primary and secondary sources, documents, genealogical information
- Family histories pertaining to Chenango County
- Local publications, including but not limited to following newspapers: The Norwich Journal, Anti Masonic Telegraph, Chenango Telegraph, Chenango Semi-Weekly Telegraph, Chenango Union, Morning Sun, Norwich Sun, and The Evening Sun.
- Local maps, both current and historical
- Yearbooks of the Norwich City High School
- Works and records documenting the history of the Guernsey Memorial Library

Secondary Goals: - To obtain:

- Histories of New York State
- Vital Statistics relating to New York State
- New York History Magazine
- Publications of the Central New York Genealogical Society
- Histories of surrounding Counties
- Genealogical resources for surrounding Counties
- Literary works by Chenango County Authors
- "How-to" works on basic areas of genealogical research which are suitable for use as an in-house reference

Tertiary Goals: To obtain:

- Basic histories of various regions in New York State, especially those in migration pathways to Chenango County
- Basic histories and basic genealogical information of Northern, Central, and Southern New York State counties especially those in migration pathways to Chenango County, N.Y.
- Basic histories and basic genealogical information of other states, especially those in migration pathways to Chenango County. These include, but are not limited to:

Connecticut
Massachusetts
Vermont
Rhode Island
Michigan
Ohio
Pennsylvania

Formats: - Included – formats that are collected and maintained include, but are not limited to:

- Bound printed materials, including monographs and serials
- Oversized printed materials, such as maps
- Data – CD ROMS (genealogical or military related)
- VHS tapes, DVD, and Audio (historical material on Chenango County area, GML programs, or created by a local school)
- Microfilm, including 35mm, 16mm and fiche
- Photographs and slides of local area
- Artwork (two-dimensional) Local
- Loose leaf printed material (for inclusion in vertical files)
- Three dimensional artifacts (such as the Guernsey family memorabilia which includes, china, silver, brass, glass, some cloth textiles, pottery, sword & saber, wood bowls and spoons, etc.) Any items if collected must have a connection to Norwich or Chenango County.

Loans

Items from the Otis A. Thompson Local History Room collection do not circulate and must be used in the Room. They cannot be borrowed via interlibrary loan. Any exceptions must be approved by the Library Director.

Revision approved by Board:

Notes: