

Subject: Digital Preservation of Materials

Purpose:

To provide online access to local history and genealogy materials by converting them to digital form.

Policy:

The Montgomery-Floyd Regional Library (MFRL) recognizes the importance of digital conversion and preservation of items in our local history and genealogy collection. This allows MFRL to share these materials by making them accessible online but also serves to protect items from theft, vandalism, deterioration due to age and use, or natural disasters.

MFRL does not require authors to surrender or transfer their copyright. Authors must hold the copyright or distribution rights to material(s) and must grant Montgomery-Floyd Regional Library permission to make said material freely available in the digital repository, and to act upon it for preservation purposes.

Public access to digital items may be withdrawn for a variety of reasons. The Director of the Montgomery-Floyd Regional Library will approve such withdrawals. The metadata for digital items withdrawn from the archives may remain accessible to library staff and will be subject to preservation actions.

Attachments: None

References: None

Approval:

Montgomery-Floyd Regional Library Board of Trustees
June 18, 2014; December 12, 2018; January 24, 2024.

January 24, 2024

Date



Gunin Kiran, Chair