

Additional Policy

K - BURLEIGH ROAD HISTORICAL SOCIETY AGREEMENT

Board Motion Number: 21.070
Date of Original Board Motion Number: June 21, 2010
Date of Current Issue: June 22, 2021
Date of Next Review: 2025
Attachments:

Signature of Board Chairperson (and Date):

Agreement
between
The North Kawartha Public Library
and
The Burleigh Road Historical Society

North Kawartha Library Rights and Responsibilities

- The North Kawartha Public Library (NKPL) agrees to house the collection of the Burleigh Road Historical Society in the allocated space.
- Supply meeting space as per free use request for the first Monday of each month at the discretion of the North Kawartha Public Library Board(NKPLB).
- If meeting dates need to be changed the new date must be confirmed with the Master Calendar for the Board Meeting Room and a request sent to the CEO/Librarian, giving a minimum of one weeks' notice.
- Access to the Burleigh Road Historical Society collection will not be available when other activities are occurring in the Board Meeting Room. Should members wish to access the Historical collection outside of regular meetings days, permission shall be obtained in advance.
- The Library will provide space in the main display cabinet for the Historical Society to use for displays of Historical materials only. Should the Library find that the display has become outdated; the Library reserves the right to change the display.
- The Library Board reserves the right to cancel or reschedule should the space be required for special Library meetings or emergency purposes.
- Access to the main Library is not permitted when closed.

Burleigh Road Historical Society Rights and Responsibilities

The historical society collection is non-circulating. Researchers wishing to access the collection should contact the President of the Historical Society with all questions regarding materials owned and available. The Burleigh Road Historical Society collects, manages, organizes, preserves and provides access to its own materials. It is solely responsible for all access to its collections.

- Standard library fees for printing, scanning, photocopying etc. will apply. Documents for scanning can be dropped off to the Technical Services Coordinator and scanning will be done as time permits.
- Each room shall be left in the condition that it was in when the occupants commenced use.
- If the above is not complied with, the user will be required to reimburse the Library for cleaning costs.
- The Burleigh Road Historical Society is responsible for the supply of any food, beverage or other materials or equipment they may require for their activity.
- All garbage must be disposed of.

Signed this _____ day of _____, 20____.

Library Chair (please print)

Burleigh Road Historical Society
(please print)

Signature
Library Chair

Signature
Burleigh Road Historical Society