

**~~IMAGINEIF LIBRARIES~~**  
**~~POLICY 4003~~ SPECIAL REFERENCE AND RESEARCH SERVICES**

~~Flathead County Library is~~ImagineIF Libraries are committed to providing access to materials that satisfy ~~patron~~customer interests and enable lifelong learning. Library staff ~~will be available to~~ assist with self-directed research and help customers locate and use relevant research materials and library equipment. Library staff are unable to complete in-depth research on behalf of ~~patron~~customers as part of the library's regular services.

When time or distance prevents on-site, self-directed ~~patron~~customer use of library resources, ~~Flathead County Library~~ImagineIF will refer Special Reference and Research Services to ~~outside~~other individuals or agencies as deemed appropriate. On rare occasions, ~~Flathead County Library~~ImagineIF may choose to provide Special Reference and Research Services relating to specialized library resources not available elsewhere.

Special Reference and Research Services include, but are not limited to:

- Use of microfilm or scanning of documents on behalf of ~~patron~~customers
- Genealogical and local history research
- Other research beyond the normal services provided in the course of ~~patron~~customer assistance

Adopted: 8/12/92

Revised: 1/28/99

8/26/10

7/24/13

11/18/15

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7/24/25

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~~David Ingram~~Heidi Reeder, Chair  
 Library Board of Trustees