

# Library Legacy Collection Development Report

Date: [Insert Date]

To: [Insert Recipient Name]

From: [Insert Your Name]

Subject: Legacy Collection Development Report

## Introduction

This report outlines the progress and future recommendations for the development of the library's legacy collection. The legacy collection aims to preserve significant historical and cultural resources.

## Collection Overview

The legacy collection currently consists of:

- [Insert number] rare books
- [Insert number] archival materials
- [Insert number] historical documents

## Recent Acquisitions

In the past year, we have successfully acquired:

- [Insert title of acquisition 1]
- [Insert title of acquisition 2]
- [Insert title of acquisition 3]

## Usage Statistics

The legacy collection has seen increased usage, with the following statistics:

- [Insert number] visitors
- [Insert number] items checked out
- [Insert number] research inquiries

## Future Recommendations

To enhance the legacy collection, we recommend the following actions:

- [Insert recommendation 1]
- [Insert recommendation 2]
- [Insert recommendation 3]

## **Conclusion**

We are committed to the development of our legacy collection and believe that these efforts will contribute significantly to the mission of the library.

Thank you for your attention to this important aspect of our library's resources.

Sincerely,  
[Insert Your Name]  
[Insert Your Title]  
[Insert Library Name]