

Code of Conduct

For

Study Rooms

2023



No Food Allowed.

Only non-alcoholic beverages in a secure closed top container are allowed.

- Only adult patrons, age 18 or older may reserve a study room.
 - Out of state visitors and anyone without a library card must show a valid photo ID to prove their age and identity.
 - The patron's name and phone number are required for booking a Study Room. Email address is preferred but optional.
- If a child (patron under 18 years old) is entering the Study Room, he or she must be accompanied by an adult, who will be responsible for the children while they use the Study Room.
- No more than 4 people are to occupy a Study Room at a time.
- Study Rooms are booked for 2 hours. Circulation Staff may extend the time of the booking if needed and if the room is not otherwise in demand.
- Study Rooms close 30 minutes before the library closes.
- Study Rooms may not be scheduled in advance unless the Library's Director, or a member of staff appointed by the Director, approves the arrangement.
- Study Rooms are not to be used for profit
 - Business Meetings
 - Work office

Examples of use:

- Studying, working quietly
- Phone Calls, personal computer use
- Private discussion in a small group