

STUDY ROOMS

The Hussey-Mayfield Memorial Public Library provides access to reservable study rooms for use by Library patrons. Study rooms are intended for use for private study, tutoring, project work, personal appointments, or other individual or small group activities.

TERMS OF USE:

- Library study rooms are available for reservation by individuals, units of government, organizations, or groups.
- Library spaces are only available during the hours that the Library is open and all rooms must be vacated at least five minutes before the Library closes.
- Use may not interfere with or disrupt normal library operations and or use of the library by others.
- Users of the study rooms must adhere to all federal, state, and local laws; comply with all HMMPL rules, regulations, and policies.
- Study rooms must be reserved before use and vacated as scheduled, but can be reserved one day in advance.
- Furniture may not be moved into or out of any study room.
- Users of the study rooms are responsible for leaving the rooms in a neat and orderly condition. Failure to do so may result in the denial of future requests to use a study room.
- The Library is not responsible for the loss of or damage to personal items-while using the study rooms.
- Any belongings left in a room after a reservation has ended will be removed by Library staff and placed in the Library lost & found.
- Any room left unattended longer than 30 minutes will be considered vacated.
- The Library will not guarantee any silence in study rooms, as these are not sound-proof and some sounds from ordinary Library operation may be detectable.

RESTRICTIONS:

- The following uses of the Library study rooms are expressly prohibited: buying, selling, advertising, or trading products or services (other than educational services or a paid tutor) for cash or other consideration except in support of the Library with written permission from the Executive Director.
- Use of study rooms located in the Youth Services Department is restricted to youth in 5th grade and younger and any accompanying adult(s). Should all the study rooms located in the other areas the Library be unavailable, available study rooms in Youth Services may be used by older youth and adults, at the discretion of Library staff.

RESERVATIONS:

- Reservation may be placed up to 24 hours in advance.
- Use will be limited to up to two hours at a time and may be rebooked if there is no one waiting to use the room.

Approved and adopted by the Hussey-Mayfield Memorial Public Library Board on November 22, 2016; revised 11/15/28; 5/20/21; 10/21/21; 1/18/2024