

Study Room Use Policy

Created 11/10/2009

Revised 06/27/2023

To keep the small study rooms available to as many people as possible, some limitations are needed on how many times a week a patron or group can reserve the room. A person or group can use a conference room for a maximum of two sessions a week with each session lasting no more than 4 hours, plus they can book an additional one session each month lasting no more than 8 hours. The room is available on a first come first serve basis and may not be booked more than a week in advance.

The Library reserves the right to give priority to library programs and partnerships when scheduling the use of the rooms, including the ability to schedule more often and for longer periods.