

## **Adult Smartboard & Semi-Private Meeting Space Usage Policy**

The libraries' digital study areas and semi-private meeting spaces are intended to provide places for our community to engage in collaborative work and study. Inquiries regarding usage of the digital study area may be made at the Reference Desk.

Digital study space usage may reflect meetings for library staff, library workshops for patrons and staff, researchers, users accessing library digital content, study groups and other visitors and user groups that operate within library policy. Smartboard usage requires presentation of a valid photo I.D. or library card in good standing reflecting MCCPL computer use policy.

Smartboards and community meeting areas may not be used for personal profit and no charge may be levied to attending those devices or areas.

Time allotments are limited to a two hour block per day; more time may be granted if there are no other reservation requests taken.

Usage and presentations on the smart board should reflect educational or professional endeavors; patron presentations may not include items that include rights of performance such as feature length films or television shows.

The content of presentations must reflect family oriented values and may not violate the Library internet use policy.

The Library reserves the right to cancel a reservation if user fails to present their I.D. or library card, if the space is required for a library function or if parties violate library policy. Attempts will be made to inform user of cancelations.

Users must adhere to library policy related but not limited to food and drink, noise and internet usage policy.

Approved by the Library Board of Trustees August 9, 2018