

Computer/Study Room(s) Policy

Statement of Purpose: The purpose of this policy is to establish guidelines for the use of the library study rooms by patrons. The Library provides space for two study rooms.

Guidelines:

- The two computers in these spaces are intended for patrons, taking online classes, studies related to classroom/work, professional research, online meetings, proctoring exams, and those filing their taxes.
- These computers are not intended for surfing the web, checking emails or gaming.
- The two computers in the study space/meeting rooms are available on a walk-in basis, dependent on availability.
- The computers may be used at two-hour increments. After two hours the computers may continue to be used as long as there are no other patrons waiting to use the computers. If another patron needs the computer(s), the patron will be given 15 minutes to wrap up what they are working on.
- The Library cannot guarantee that the equipment and internet access in the room(s) will be in working order and available.
- Neither food or drink may be consumed at the computers.
- Sleeping is not allowed in the Library, including in either of these two study rooms.
- A patron's use of the study rooms will be suspended, for a time to be determined by the Director or designee, for violation of this policy.

This policy was adopted and approved by the Harlowton Public Library Board of Trustees on March 18, 2025