

Quiet Study Rooms

The Library offers 3 quiet study rooms for use during regular library hours. Each room seats up to 4 people. One room is available on a first-come, first-serve basis, and is located next to the Mystery/Science Fiction Room (in the old building). The other 2 rooms are available by reservation. One room is located behind the Reference Desk. The Local History Room is also available by reservation for quiet study, or for use of historical materials.

- Reservations are booked for 2 hours per individual or group per day, and may be made up to 1 month in advance. We will hold your reservation for 10 minutes, and then release the room for walk-in use. Please call if you will be late or need to cancel.
- You may schedule your reservation either in person or by phone at the Reference Desk. You or your group may have 3 reservations scheduled at any one time. The staff reserves the right to limit the number of hours an individual or group uses this quiet study room in one day or one week in order to promote fair access for all patrons.
- You may stay beyond your reserved time if the other study rooms are available and no one is waiting. Please check with the Reference Desk.
- The Local History Room serves two functions – as a quiet study room as well as housing of our historical material. Therefore, staff and other persons may be entering and leaving this room to retrieve the materials located there.
- The purpose of the study rooms is to provide space for patrons who require a quiet atmosphere in which to pursue individual study, as well as to contain the conversation of small group discussions. The Study room is not available for the purpose of selling merchandise or services, or for soliciting for later sales or social events.
- Study room users are responsible for any damage incurred during the use of the rooms, and for maintaining the original appearance of the room when vacated. The Library's *Patron Behavior Policy* applies to the use of the study rooms. *The study rooms are not sound proof.* Noise and conduct is expected to be kept to a level that will not disrupt other persons in the library.