

Fort Dodge Public Library

Study Room Use

Purpose

The Fort Dodge Public Library offers rooms for individuals needing a space for quiet study or for small groups to work together.

General Policies

Library study rooms are available for use by individuals and small groups during normal operating hours.

Study rooms may not be used for fundraising, selling merchandise, or other commercial purposes, including, but not limited to, transacting business or soliciting customers or clients. Study rooms may be used for employee interviews, employee work groups, or other work-related meetings, as well as by individuals tutoring others.

Study rooms are generally available on a first come, first-served basis. Library staff reserve the right to impose time limits on the use of study rooms if there is significant demand and limited space availability.

The Library's Behavior Expectations and Unattended Child/Safe Child policies govern behavior in all study rooms. Users not in compliance will be asked to leave. Repeated violations may result in suspension or loss of library privileges.

Study rooms are not soundproof so discussions should be held at normal conversational levels. Users should limit conversations of a private or confidential nature as privacy is not guaranteed.

Study rooms must be vacated no later than fifteen (15) minutes before the library closes.

Individuals or groups using a study room will be held accountable for the condition of the room and any damage that may occur during its use.

The library is not responsible for theft of or damage to personal items.

Approved 01/24/2001
Revised 09/26/2011
Revised 11/28/2017
Revised 09/27/2021
Revised 07/22/2024