

Conference Room Use

The Indian Trails Public Library District provides a conference room for members needing a quiet space to work, study or for group meetings.

Section 1: Eligibility

The Conference Room is intended for use by Indian Trails Public Library District cardholders in grade 9 and older. To use the Conference Room, members must have a valid Indian Trails Public Library District card.

When a member reaches \$10.00 in total fees owed to the Library, Conference Room access will be denied using their library card until the fees are brought below the limit.

All members using the Conference Room are expected to follow all library policies.

Section 1.1: Exception

Exceptions for use of the Conference Room would be for ESL tutors and students, and children younger than 9 years of age must be accompanied by an adult, high school aged or older. (Policy 2.23). Staff or library volunteers can book the Conference Room for these individuals.

Section 2: Limitations

The library's Conference Room may not be used for the onsite sale of commercial products or services, with the exception of transactional meetings for business, client meetings, depositions or tutoring.

Section 3: Digital Monitor Use

Each study room is equipped with a digital monitor for member use. Members may hook up their own devices to the monitor, but may have to supply their own adapter.