

**Raquette Lake Free Library**  
**Facility and Equipment Use Policy**

The Raquette Lake Free Library prides itself for being a center for community education and development. It proudly provides services to the community beyond the lending of educational and recreational materials, such as wireless internet, computer station(s), and office services (including ~~but not limited to~~ printing, copying, and scanning). The Library furthermore provides a location for small community oriented meetings.

While the library cannot allow small community meetings during the COVID-19 pandemic, the following services continue to be offered:

- open and password free wireless internet (WIFI) accessible from inside and outside the library
- one computer station in the library
- library and interlibrary loans of books and other materials
- loan of electronic materials
- curbside service
- copying
- printing
- scanning

The use of the library's computer station and wireless internet (WIFI) is subject to the library's computer and internet policy use.

All other services, such as copying, printing and scanning are available during library opening hours and upon request to the Library Director ~~only~~. Copying and printing is subject to a fee.

When the library resumes full post pandemic operations, the library facility may again be used for small community meetings of a non-for-profit and community-oriented purpose.

Facility use for meetings must be pre-approved by the Library Director. Meetings must be conducted during opening hours and may not exceed the maximum capacity of persons allowed by law.

The outdoor area is available for the use by the public 24/7. Furniture is to be restored to its original position and no trash left behind.

Adopted on