



Small Meeting Room Policy

1. The study room is available during library hours only.
2. Availability is on a first come first serve basis.
3. Reservations can be made up to two weeks in advance and for no more than twice a week.
4. All availability is issued through the Circulation Desk.
5. Room capacity is 4 - 6 persons.
6. Usage is limited to two hours per session and may be renewed if no one is waiting.
7. Rooms are not intended for continuing activities such as classes or ongoing meetings.
8. Borrow dry erase markers for the whiteboard at the Circulation Desk at the time of use.