



CHILI PUBLIC LIBRARY MAKERSPACE POLICY

Purpose

The Chili Public Library strives to offer community access to new and emerging technologies to inspire creativity and learning, and to provide access to established and emerging technology to library users. This policy establishes guidelines for the public use of the Library's Makerspace Room.

Policy

1. Prior to using the Makerspace, Patrons must complete a Maker Agreement form.
2. Patrons must "check in" with the staff member on duty at either Information Desk.
3. Patrons must sign in and out the guest book each time they use the Makerspace Room.
4. Patrons must participate in mandatory safety trainings in order to use the 3D printer, Cricut machine, and sewing machine: they may not use these items until in-person "orientation" training has been completed. When using an item that does not require orientation, the Patron is certifying that he/she is capable of using that item in a safe and proper manner.
5. A parent/guardian is required to provide proper supervision and control over the activities of their children at all times.
 - Children under age eight must not be left in the Makerspace Room without a parent/guardian
 - Children between the age nine and twelve must not be left in the Makerspace Room without a responsible adult
 - Patrons under age 16 must be accompanied by a parent/guardian/responsible adult to use the 3D printer, Cricut machine, and sewing machine.
6. The Patron agrees that the Chili Public Library is not responsible for any manufacturing defects in the quality of workmanship or materials inherent in any of the equipment.
7. The Patron agrees that if any piece of equipment becomes unsafe or in a state of disrepair, he/she will immediately discontinue the use of the equipment and notify staff.

8. Patrons must report any accident/incident that occurs on Makerspace premises to a staff member.
9. Equipment in the Makerspace is available by appointment only.
10. Items used in the Makerspace Room are to be returned in the same condition as they were issued, barring normal wear and tear. The Patron agrees to pay for the loss or damage to any items and further agrees to accept the Library staff's assessment of fair restitution for damage, dirtiness, delinquency and /or loss of items in part or total.
11. Items used in the Makerspace Room must be returned by the Patron to their original location.
12. The Patron agrees to take precautions to avoid causing unnecessary mess or damage in the Makerspace Room. The Patron agrees to clean up his/her workspace in the Makerspace room following use. The Patron agrees to inform the Staff member in the case that they are unable to return a work surface, or equipment to its original state.
13. Use of the Makerspace Room is intended for discovery, learning, entertainment, and prototyping purposes. Production of goods to be sold for profit is contrary to the library's mission and will not occur in the Chili Public Library.
14. The production of dangerous items and weapons in the Makerspace Room is prohibited.
15. The Patron acknowledges that the library is only able to provide consumable materials on a limited basis and may charge for the use of certain materials, including filament for the 3D Printer. Patrons are encouraged to bring their own Cricut supplies. The Patrons agrees to avoid wasting consumable supplies and materials and to pay any applicable fees for materials used in any project.

Patron's Signature

Date

Signature of Parent/Guardian if Patron is under 18