



MAKERSPACE EQUIPMENT POLICY

Purpose

The La Grange Park Public Library provides the public with access to equipment to support educational, professional, and personal enrichment.

Equipment for Public Use

An updated list of equipment available for public use can be found on the library's website.

Charges

Use of equipment may incur a cost. Details are available on the equipment list.

A selection of materials is available for purchase from the library at cost.

An invoice for time and materials will be provided by Adult Services staff to be paid at the Circulation Desk.

Materials

Materials not purchased from the library must be approved by Adult Services staff before being used in equipment. The library will furnish a list of appropriate materials upon request.

Staff Assistance

Staff will be glad to assist patrons with design needs as time permits. In-depth training is available by arrangement with the Adult Services staff. The library offers classes teaching design for makerspace equipment throughout the year. Patrons will use select equipment only with the direct supervision of a staff member. Some equipment may require a signed waiver prior to use.

Adopted: 9/19

Reviewed:

Revised: