

Bookshop Policy

Purpose

The bookshop is a special area of the library that is available for reading, studying, and service as the accessible entrance to the library building. This room also houses the Friends of the Library book sale items for sale.

Policy

The policies regarding use of the bookshop have been established to maximize library resources, limit liabilities to the library and its funding agency, and to serve the greatest number of people.

The bookshop shall be monitored by members of the library staff. It shall be open during library hours and for stated purposes. At no time should the bookshop be closed to public access and a clear and unobstructed walkway must be available at all times for those using the accessible entrance. Services offered in the bookshop must be compatible with the library's mission, and may be offered, added, and/ or cancelled at the discretion of the library manager.

Procedures

Patrons may read, study, or browse the shelves inside the bookshop. The room is designed for general patron use and may be reserved with the understanding that the space is still open to the public and at no time can be inaccessible. Library programs or Friends of the Library events may also take place in the bookshop. Library programs will be given priority over other groups that may wish to use the bookshop.

Patrons are permitted to bring snacks or a light lunch to the bookshop provided they remove their trash when leaving the room. No food may be taken to other areas of the library.