

Policy: Makerspace

Board motion number: 65:21, October 12, 2021 Chair's signature: _____

Intent

The Bonnechere Union Public Library's Makerspace is an area where creativity, fabrication, and learning of new skills is fostered.

The computer is for creative purposes only. The computer may not be moved without staff help. Permission must be obtained from staff in order to download or purchase apps. Food or drink are not allowed around the computer.

The Makerspace may be used for lawful purposes only, and cannot be used to create content that is:

- Prohibited by provincial or federal law
- Obscene or otherwise inappropriate for the library environment
- Unsafe/harmful/dangerous or poses an immediate threat to the wellbeing of others
- In violation of someone else's intellectual property rights

Regulations

A scheduling system is maintained by library staff and use of the space must be reserved in advance. The individual who made the booking will be considered the primary and responsible individual. Any item that goes missing or is damaged may be subject to a repair or replacement charge at the expense of the responsible individual.

Users must provide their own external storage devices. All work should be transferred and deleted before shutting down the computer.

Ensure the makerspace is left clean. A cleaning charge will be applied if the room is not returned to an acceptable level of cleanliness. The Makerspace must be vacated 10 minutes before Library closing time.

Bonnechere Union Public Library is not responsible for damage to personal computers or loss of data or information.

Library staff are available for limited assistance. Staff are not experts; however, they will assist as much as they can and both staff and users can learn together. Customers who need extra help are encouraged to book an appointment for one-on-one assistance.

The Makerspace is an evolving resource; therefore, these guidelines are subject to change without notice.

Related Documentation

- Library policies relating to and supporting this policy include, but are not limited to: Facilities Policy.

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