

History Room Use

The Wyckoff Public Library strives to provide a comfortable space for community members to engage in a variety of activities from quiet study to active learning and discussions. The History Room will serve two purposes.

PRIVATE MEETINGS

The History Room can be utilized by groups for meetings in accordance with the Room Use policy & Fee Schedule. <http://wyckofflibrary.org/meeting-room/>

QUIET AREA

The History Room may be used by individuals seeking a Quiet Area when it is not reserved for a meeting. The following are guidelines for patrons utilizing the History Room as a Quiet Area.

- Check in at the Reference desk before entering the History Room. A schedule listing the date & times when the History Room is reserved for private meetings will be posted. Patrons will be asked to exit the History Room 20 minutes prior to the start of a scheduled meeting.
- Respect the designation as a Quiet Area and as such set phones to silent or vibrate, refrain from conversations with others in the room or on cell phones. Please be considerate of other individuals using the space.
- Covered drinks may be enjoyed, but no food may be brought in.
- While in the History Room, patrons must continue to abide by the Library's Acceptable Behavior Policy and not disturb others or engage in destructive behavior. Failure to do so will result in the patron or patrons removal from the History Room and/or the Library.
- Patrons are responsible for all personal property brought into the History Room. The Library is not responsible for monitoring belongings, and shall not be responsible for any loss or damage to any personal items left unattended, damaged, or removed. Items left unattended for longer than 15 minutes may be removed by the Library staff. Library staff will place such items at the Circulation desk. Such items will be released to the patron upon identification of the items and presentation of identification. The Library is not responsible for loss or damage to personal items during this process.
- Patrons will be asked to exit the History Room 15 minutes prior to the library closing so that staff may carry out closing procedures on the main level.