

Group Study Rooms Policy

1. Group Study Rooms are intended for use by 2-6 people for in-person meetings, or 1+ people for video-conference meetings. Traditional cell phone conversations may be held elsewhere in the building, outside the Reading Room, but not in the Group Study Rooms.
2. All Group Study Room users must register upon arrival at the Reference Desk.
3. The rooms are available in two hour blocks and may be renewed according to availability.
4. Groups may reserve a study room no more than one week in advance.
5. Food and drink use must conform to Library policy.
6. Rooms are not sound-proof. The use of headphones is strongly encouraged for video-conferencing to minimize noise. In-person conversations must be kept to a reasonable volume.
7. Room reservations are held for fifteen (15) minutes before being given to other waiting groups.
8. Any patron in violation of the above guidelines may be asked to leave the Group Study Rooms.
9. Situations and issues that arise which are not covered under these guidelines shall be left to the best judgment and discretion of the Reference & Adult Services staff.

**Want to reserve a study room?
Please call 856-667-0300 extension 2**

Revised July 2021