

Equipment Use Policy (replaces Print, Copy, Scan, and Fax Policy, Wireless Use)

- Computers are available to patrons on a first-come, first-served basis. Library staff is available for general assistance in using the computer, however, they shall not train patrons in the use of application programs. A printer is available to print from the computers.
- A photocopy machine is available to patrons who wish to copy materials. Copy machine users are advised by posted signs that there are legal restrictions on photocopying copyrighted materials.
- Outgoing fax services are facilitated by library staff.
- Copier, Fax and printer fees are set by the library director.

Approved by Library Board June 19, 2018