

Group Study Rooms

Effective July 27, 1998

The Manitowoc Public Library provides four group study rooms for use by the public. Three of the rooms accommodate two people. One room accommodates four people. The purpose for providing these rooms is to allow two to four patrons to work together on projects, study, take advantage of literacy or other tutoring opportunities, etc., and to do so without disrupting use of the Library by other patrons.

Use of Two-Person Group Study Rooms

Two-person Group Study Rooms are available on a first come-first served basis, except that no group will be permitted to dominate or monopolize the use of one or more two-person Group Study Rooms. If, in the judgment of Library staff, this is occurring, ad hoc weekly restrictions may be placed on the amount of time and number of times any group may use Group Study Rooms.

Two people only, are allowed to use these rooms at a time. Groups of more than two people are prohibited. Patrons shall not move chairs from other areas of the Library, sit on floors or on counters, etc. to allow more than two people in a room at any time.

Reserving the Four-Person Group Study Room

The four-person Group Study Room may be used by groups of not less than two and not more than four people. The room may be reserved for periods not to exceed four (4) consecutive hours. Reservations will be made at the Reference Desk either in person or by phone. A sign will be placed in the room indicating the times it is reserved. When not reserved, the room will be available on the same basis as the two-person study rooms, above.

Patrons shall not move chairs from other areas of the Library, sit on floors or on counters, etc. to allow more than four people in this room at any time.

One-Person Use Prohibited

The Group Study Rooms are not intended for use by only one person. Patrons using Group Study Rooms alone are required to vacate the room when asked to do so by Library staff. Individuals wanting a quiet area may use the Quiet Study Room.