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Study Room Policy McKinney Public Library System

- With 6 study rooms generally available through the McKinney Public Library System, these rooms are a shared resource. Library staff reserves the right to moderate multiple requests from the same individual or groups so that the greatest number of people may have equitable access to the rooms.
- Study rooms may be reserved up to 7 days in advance using the online reservation system. Patrons may occupy the room for up to 2 hours with the ability to continue in the room if no one is waiting. Individuals/groups that have used the room for their reserved time need to vacate the room when notified by a library staff member that the room is needed by someone else.
- Reservations are limited to 2 hours per day and a total of 8 hours a week. Using alternate emails to bypass the policy is not allowed.
- In the case of groups using the room, one person represents the group for its tenure in the room. Consecutive reservations by other people of the same group are not permitted.
- **The person making the room reservation must have a McKinney Public Library Account in good standing at the time of making the reservation.**
- The Library's Code of Conduct applies to the study rooms. Noise should be held to a reasonable level as the rooms are not soundproof.
- The McKinney Public Library system assumes no responsibility for either Library or personal possessions left in the study room.
- They are not available to be used for any of the following:
 - a) For purposes prohibited by city ordinance, by state or federal law, or by any other Library Rules and Regulations.
 - b) For the commercial advertising or direct solicitation of clients or customers.
 - c) For fund-raising.
 - d) For events which directly profit the business of a commercial organization or individual (including professional tutoring services).