



Rules of Conduct

- The Maker Exchange is open to participants ages 10-15 on Wednesdays. Children under 10 will not be permitted regardless of guardian or sibling participation.
- The Maker Exchange is open to participants ages 16-Adults on Tuesdays. Minors under 16 will not be permitted regardless of guardian or sibling participation.
- Participants must sign in and agree to the Maker Exchange policies before using the space.
- Capacity is limited to 13 patrons at a time
- The Maker Exchange is a shared space. We ask all participants to clean up after themselves.
- Staff/Volunteers may provide guidance/assistance but will not complete projects for participants.
- Safety is our top priority! Participants should never use tools or equipment unless they've been trained to use it safely and as it was designed to be used. Never use a broken tool. Participants should report any broken tools or equipment to staff.
- Projects must be done at a table unless otherwise instructed by a staff member.
- Participants may bring their own materials to use, such as paper or 3D filament, so long as they are compatible with the Maker Exchange equipment/tools and are safe to use. Compatibility and condition of materials will be determined by staff.
- Participants may use a locker to store unfinished projects if one is available for up to four weeks from the day of checkout. Locks are not permitted, and items left unclaimed after four weeks will be discarded.
- The library is not responsible for any damage to a participant's personal projects, equipment, supplies or files. Files stored on Library devices may be deleted. Participants are encouraged to back-up files on their own storage devices.
- Participants must follow the Library Code of Conduct in addition to the Maker Exchange Code of Conduct. Participants not following the Codes of Conducts (including disruptive behavior or bullying), will be asked to leave the Maker Exchange and possibly the Library depending on the severity of the misconduct.
- Participants are welcome to stay for as long as they would like during open hours but may be asked to leave to allow space for others if they're not actively working on a project.
- Additional Wednesday Maker Exchange rules:
- Parents/ caregivers may wait for children outside of the Maker Exchange or assist their child with an activity. However, Maker activities are reserved for children within the advertised age group and adults who wish to work on their own projects are invited to join on Tuesday nights during teen/adult open hours.
- The weekly provided activities are the only activities available for use. Additional use of Maker Exchange equipment, activities or supplies is not permitted.

*Reasonable accommodations will be made for those with disabilities upon request.