

HERRICK DISTRICT LIBRARY GROUNDWORKS POLICY

Herrick District Library provides Groundworks to support its mission, "Empowering our community to connect, discover and create." Groundworks is a community learning space which provides access to up-to-date technology, equipment, and tools needed to design and create new physical or digital works, advance personal and professional skills, and collaborate with others.

Groundworks may be used by HDL cardholders ages 13 and up. Children under 13 can use Groundworks with adult supervision or when participating in library programs. GW also regularly serves educators and students from schools located within the library district.

The library has developed procedures to assist guests in using Groundworks and its equipment and materials. These procedures include (but are not limited to):

- A reservation process for use of equipment.
- Time limits for use of equipment.
- Priority usage.
- Maximum number of people at one time in Groundworks.
- Which equipment may be used independently, requires training before using, or must be used with staff assistance.

Users are not permitted to use the library's equipment to create objects which are:

- Prohibited by local, state or federal law.
- Unsafe, harmful, dangerous or pose a threat to the well-being of others, including weapons or weapon replicas of any kind.
- In violation of the terms of use of the manufacturer of the equipment.
- Obscene, sexually explicit or inappropriate for the library environment.
- In violation of a person's intellectual property rights, e.g. the equipment may not be used to reproduce objects which are protected by a copyright, patent or trademark.

Library staff reserves the right to halt, delete or disallow the creation of items that violate Library policies, copyright ([Title 17, United States Code](#)), patent (Title 35, United States Code) and trademark law ([Title 15 Chapter 22, United States Code](#)).

Adopted 1/25/2024