

Makerspace Studio Policy

Policy Statement

Barrington Public Library (“Library”) provides access to equipment and resources intended to provide the public with engaging, hands-on learning experiences through the administration of a makerspace (“Makerspace Studio”).

The Library’s Makerspace Studio is a dedicated space for the exploration of technologies past and present, creating opportunities for discovery and self-directed learning. Available equipment includes, but is not limited to:

- 3D Printer
- Laser Cutter Engraver
- Material Cutter
- Heat Press
- Media Conversion Station (Audio & Video)

General Usage Guidelines

- Makerspace Studio equipment is intended for educational purposes. Commercial use is prohibited.
- Patrons using Makerspace Studio equipment (“Makers”) must have a valid Ocean State Libraries card in good standing.
- Makers must check-in with the designated Library staff member on duty before using equipment.
- Makers must complete staff-led training on each piece of equipment they wish to use. Some equipment can only be operated by library staff. Please see related equipment procedures for each item.
- Makerspace Studio equipment is available to use free of charge. The Library reserves the right to apply charges for materials, as needed.
- Library programs and services take precedence over all other uses of Makerspace Studio equipment and materials.
- Makers must have a signed waiver on file. If under the age of 18, users must have a co-signed waiver/permission form from a parent, guardian, or caregiver.

Availability

- Access to Makerspace Studio equipment is freely available during drop-in hours. Visit barringtonlibrary.org/makerspace for current drop-in availability.
- Access to Makerspace Studio equipment is available outside drop-in hours by request. Visit barringtonlibrary.org/makerspace or contact the Makerspace Desk (401-247-1920 x308) to make an appointment.
- Drop-in hours and appointment availability are subject to change. Visit barringtonlibrary.org/makerspace for current hours and availability.
- Project requests may also be placed online, or dropped off in-person. Visit barringtonlibrary.org/makerspace for details.
- Makers are allowed one project a week per card. Limitations apply. See related equipment procedures for details.
- Makers under the age of 13 must always be accompanied by a parent, guardian, or caregiver.

Expectations

- It is prohibited to use Makerspace Studio equipment for commercial purposes and/or financial gain. Makers are not allowed to create material for profit using Makerspace Studio equipment.
- Project requests must be for a single object (components included). Multiple copies of an object are not permitted.
- Each piece of equipment has different size and material restrictions. See the related equipment procedures for details.
- The Library reserves the right to review and/or modify all files submitted for processing, as needed.
- The library cannot guarantee that all projects submitted for processing will be successfully completed.
- Makerspace Studio computers, tablets, and devices are only to be used for Makerspace Studio projects – they are not for general use.
- Only library computers and devices may be connected to Makerspace Studio equipment.
- Makerspace Studio equipment may be used only for lawful purposes. Makers are not allowed to create any material that is:
 - Prohibited by local, state or federal law.

- Unsafe, harmful, dangerous or poses an immediate threat to the wellbeing of others.
- Obscene or otherwise inappropriate for the library environment.
- In violation of another's intellectual property rights. The copyright law of the United States (Title 17, U.S. Code) governs the making of copies or other reproductions of copyrighted material. The person(s) using the Library's equipment is liable for any infringement.
- Violation of the Library's policy may result in revocation of access to Makerspace Studio.

Responsibilities

- Makers agree to leave the equipment and area they use in clean, working order.
- Makers creating 3D prints must remain in Makerspace Studio for the duration of the job.
- If any tools or equipment malfunctions or breaks, Makers must alert Library staff immediately.
- Barrington Public Library and the Town of Barrington are not responsible for any injury or damage caused by the use of Makerspace Studio equipment.
- Barrington Public Library and the Town of Barrington are not responsible for the subsequent safety of any item made with Makerspace Studio equipment.

To be submitted for approval by the Library Board of Trustees, pending legal review. Drafted April 29th, 2022.