

# Fenton Free Library Phone Use Policy

ADOPTED: 10/20/14

REVISED: 1/20/17

## Library Telephones

Telephones at the Fenton Free Library are reserved for staff use for conducting business. Telephone lines need to be kept open at all times so that library staff can be available to assist patrons. Patrons of the library may not use library telephone except in the following circumstances.

- If health, safety or security of a patron depends upon a telephone call, the Library staff at the circulation desk will be allowed to make the call for the patron.
- Calls requiring more than approximately 2 to 3 minutes cannot be made for the patron.

## Cell Phones

Cell phone use is only allowed in the Memorial Room if it is unoccupied. In the event that it is occupied, you have the option of stepping outdoors. We ask, however that patrons be mindful of others in the area and keep their conversations polite and respectful. Cell phone use—other than texting without disruption is not allowed in any other quiet area of the library. Also, please refrain from using bathrooms and hallways as a phone booth.