

15. LIBRARY ADVENTURE BASE (LAB) ACCEPTABLE USE POLICY

15.1 Purpose

The Library Adventure Base (LAB) is a community makerspace provided by the Wasatch County Library. The LAB supports the Library's mission by fostering creativity, digital literacy, lifelong learning, and opportunities for artistic expression and cultural heritage preservation. This policy establishes the rules and responsibilities for safe, equitable, and effective use of the LAB and its resources.

15.2 Eligibility and Access

1. Use of the LAB is open to Wasatch County Library cardholders and visitors, subject to this policy.
2. Children under the age of 14 must be accompanied by a Responsible Adult (defined below).
3. Certain equipment may require orientation or certification before independent use.
4. Reservations may be required for specific tools or equipment; drop-in use is allowed as space permits.
5. The Library may limit use of equipment or space to ensure fair access for all patrons.

15.3 User Responsibilities

1. Treat staff, equipment, materials, and other users with courtesy and respect at all times.
2. Clean up work areas and return tools and materials to their proper locations.
3. Immediately report equipment malfunctions, safety hazards, or damages to staff (whether such exits prior to or arise during your use).
4. Follow staff directions and posted safety guidelines at all times.

15.4 Prohibited Uses

1. LAB resources may not be used to create weapons, hazardous materials, obscene content, or any item that violates federal, state, or local law.
2. Activities that infringe on copyright, trademark, patent, or other intellectual property rights are prohibited.
3. LAB resources may not be used for mass production or Commercial Use (as defined below) unless expressly authorized by the Library in advance.
4. Food and uncovered beverages are not permitted near equipment or workstations. Water in closed, spill-proof containers is allowed.

15.5 Equipment and Materials

1. The Library provides access to equipment, tools, and limited Consumable Materials (as defined below).
2. Users may be required to supply their own materials for certain projects. Fees may apply for Consumable Materials such as 3D printing filament. Current fee schedules will be posted in the LAB and online.
3. Equipment and tools are for use within the LAB and may not be removed unless designated as circulating items.

15.6 Reservations and Time Limits

1. Reservations for certain equipment may be made according to Library procedures.
2. Reserved time will be forfeited if a user does not arrive within 15 minutes of the scheduled start time unless prior notice is given.
3. Time limits may be imposed to allow equitable access to high-demand equipment.

15.7 Safety and Training

1. Safety is the highest priority in the LAB. Required training must be completed before operating designated equipment.
2. Protective gear must be worn as directed by staff.
3. Library staff may stop any activity deemed unsafe, inappropriate, or in violation of policy at their sole discretion for the protection of users and Library property.

15.8 Liability and Waivers

1. Users are responsible for their personal property, project files, and materials brought into the LAB.
2. The Library is not responsible for the loss of or damage to personal items.
3. Users may be held financially responsible for damage to equipment or facilities caused by misuse or negligence.
4. Use of the LAB is at the user's own risk. A signed LAB User Agreement form is required for use of certain equipment.

15.9 Intellectual Property

1. Users are responsible for ensuring they have the legal right to use any designs, images, music, software, or other content in their projects.
2. The Library reserves the right to decline projects that violate intellectual property, Library policies, rights of third parties or applicable laws.

15.10 Staff Role

1. Library staff provide orientation, instruction on proper use, and general assistance.
2. Staff are not available to complete projects on behalf of users.
3. Staff availability may affect access to certain equipment or tools.

15.11 Enforcement and Consequences

1. Failure to comply with this policy, the LAB User Agreement, or staff instructions (in whole or in part) may result in suspension or revocation of LAB privileges.
2. Repeated or serious violations may result in loss of broader Library privileges, as outlined in Wasatch County's Policy 145-001 *Acceptable Code of Conduct for Patrons*.
3. Appeals regarding enforcement actions may be made in writing to the Library Director.

15.12 Definitions

For purposes of this policy:

1. **Responsible Adult** – A parent, legal guardian, or other adult (18 years or older) authorized by the parent or guardian to supervise a child.
2. **Obscene Content** – Material not protected under the First Amendment, as described in Utah Code Ann. §76-5c-101 and 20 U.S.C. Sec. 9101.
3. **Commercial Use** – Activity intended primarily for profit, mass production, or resale, as opposed to personal, educational, or creative use.
4. **Consumable Materials** – Supplies that are depleted through use (e.g., 3D printing filament, vinyl, paper, or fabric).

15.13 Library Adventure Base (LAB) User Agreement Form

1. User Information

Date:	
Name:	
Library Card Number (if applicable):	
Phone:	
Email:	

2. Agreement

By signing below, I acknowledge that I have read and agree to comply with the *Wasatch County Library – Library Adventure Base (LAB) Acceptable Use Policy*.

I understand and agree that:

1. Use of the LAB is at my own risk.
2. I am responsible for my personal property, project files, and materials brought into the LAB.
3. I may be held financially responsible for damage to equipment or facilities caused by misuse or negligence.
4. I will comply with all staff instructions, posted safety rules, and applicable laws.
5. I am responsible for ensuring that any content or designs I use in the LAB do not infringe on copyright or other intellectual property rights.
6. Failure to follow this policy may result in suspension or loss of LAB or Library privileges.

3. Users Under 18 Years of Age

A parent or legal guardian must also sign this agreement for users under the age of 18.

4. User Orientation and Instruction

I affirm that I have received basic use orientation on the following LAB equipment:

- 3D Printer – Flashforge Adventurer 5M Pro
- Button Maker
- Memory Station
- VHS-Digital Converter

5. Signatures

Date:	
User Signature:	
Parent/Guardian Signature (if applicable):	
Library Staff (witness):	