



Tutoring Room Use and Policy

- **Intent:** Recognizing that MML often serves as a meeting place for tutoring activities, webinars, Zoom meetings and phone calls, our goal is to provide a self-contained designated space for those uses that limits disruption to other patrons.
- **Procedures:** The space will have a daily sign-up sheet located at the front desk. The room may be used on a first come-first served basis, for a maximum of 2 hours daily, and may not be signed out to one user more than once daily.
- **Hours:** The Tutoring Room may only be used during library hours.
- **Room Charge:** There is no charge for the use of the room.