

Makerspace Policy

- Use of the Makerspace is reserved for patrons of the Mastics Moriches Shirley Community Library in good standing. (i.e. possesses a current, valid library card)
- Appointments to use the equipment are recommended. Drop-in visits are allowed ONLY if there are no scheduled appointments or programs. Utilizing Makerspace equipment.
- When reserving the Makerspace and/or its equipment, scheduled Library programs have priority, followed by patrons who have made a reservation. If the Makerspace room or its equipment is not reserved, it will be made available on a first-come, first-served basis, subject to staff availability.
- Parent/Guardian supervision is recommended for patrons under the age of 13.
- Food and drink are not permitted in the Makerspace.
- All project submissions must be reviewed by Library staff prior to production.
- Any items produced in the Makerspace must not be prohibited by local, state or federal law; obscene, offensive, unsafe or harmful; pose a risk or endanger others; weapons or components of weapons, weapon replicas, objects that could be considered weapons; or objects that would violate patents, copyrights, trademarks, registered designs or any other proprietary interests. All items must be of a patron's own design or reside in the public domain and not conflict with any Mastics Moriches Shirley Community Library policy.
- Staff will operate the equipment in the Makerspace unless otherwise permitted. Walk-in patrons without an appointment are permitted to use certain equipment for a period of 2 hours unless otherwise directed by staff.
- The Mastics Moriches Shirley Community Library is not to be held liable for any damaged material or media belonging to members utilizing the Makerspace equipment or facilities.
- Costs are associated with the use of devices/equipment:
 - a. Filament 3D printing: 3 print requests per week at \$.10 per gram
 - b. Laser Engraving/Cutting: 3 requests per week at \$.25 cents per minute
 - c. Poster Printing: 3 requests a week: Standard paper- \$1 per foot, Glossy photo Paper- \$2 per foot, Matte Canvas- \$3 per foot
 - d. Cricut Mug: \$5 per mug

e. Embroidery: 3 requests per week at \$.10 cents per minute

f. Sublimation printer: 3 requests per week \$2.00 per print

g. Buttons small: \$0.25 Large 0.50

- Patrons may utilize their own materials to use with Makerspace equipment if they desire. When doing so, patrons should exhibit the material to Library staff before using so that it can be assured that it can be used safely with a particular piece of equipment.

Guidelines:

- Follow all safety guidelines and exercise caution with all Makerspace equipment.
- The Library is not responsible for any injuries caused by the use of equipment.
- Any work saved on Library computers will be deleted once the computer is turned off and cannot be recovered. Patrons must save their files on an external storage device.
- The library will not be responsible for any damage to a patron's materials or files, or for any manufacturing defects.
- Be respectful of other patrons, and do not disrupt others' work. Be sure to clean your work area and all equipment before leaving.