

Wolcott Public Library

OPERATIONS

General operating procedures shall include:

1. Staff members and trustees are subject to the same rules set forth in this section as the public, including fines, in the use of library.
2. Smoking is not allowed in the library.
3. Cellphone use is not permitted in the library. If you receive a call, please take it outside or in the small conference room. If you need to use the phone to conduct business while on a computer, please checkout a library laptop and do your call and business in the small conference room.
4. Hours of operation shall be as follows:
 - Monday: 2:00 - 8:00 p.m
 - Tuesday: 11:00a.m. – 5:00p.m.
 - Wednesday: 2:00 – 8:00 p.m.
 - Thursday: 11:00a.m. – 5:00 p.m.
 - Friday: 2:00 – 8:00 p.m.
 - Saturday: 11:00a.m. – 3:00 p.m.
5. Story hour for preschoolers is held during the regular school year when schools are in session.
6. Wolcott Public Library shall close on the following holidays as specified by the Board of Trustees.
 - New Year's Day
 - Memorial Day
 - Independence Day
 - Labor Day
 - Thanksgiving Eve Day
 - Thanksgiving Day
 - Christmas Eve Day
 - Christmas
7. Persons displaying inappropriate behavior or behavior threatening or disturbing to the library users or staff may be asked to leave by the librarian or designated staff member if the individual does not respond to a request to behave appropriately.

Amended by Board of Trustees, October 13, 1999, June 20, 2018

Reviewed October 26, 2006, July 20, 2011