



## CITY COUNCIL COMMUNICATION

**DATE:** June 2, 2025

**FROM:** Laura Klenke, Library Director

**AGENDA ITEM:** Consideration and possible action on adopting a new study room policy.

**SUMMARY:**

- The library has a study room available. Previously to creating this policy we had patrons requesting to use the room for the whole day or several days in a row. Front line staff expressed concerns regarding fair access and requested the creation of a policy to address time limits and other important details.
- Library board approved policy on 5/21/25.

**FISCAL INFORMATION:**

Budgeted: YES/NO

Amount: \$0.00

GL Account: XXX.XX.XXXX

**RECOMMENDED MOTION OR ACTION:**

Staff recommends approval.

**ATTACHMENTS:**

Study Room Policy Sanger Public Library FINAL 5-21-25.docx