

Jesse M. Smith Memorial Library  
**Telephone and Cellular Phone Usage Policy**

*Approved by the Library Board of Trustees 2/4/2010*

As a courtesy to other patrons and library staff, cellular phone usage is prohibited within the library. Patrons are asked to use the main concourse or café to make or answer all cellular phone calls.

Library telephones are for staff use only. Patrons cannot make or receive personal telephone calls on library phones. Patrons may use the library telephone at the discretion of library staff for emergency calls (i.e., call for a ride or car is broken down). The Library does not have an intercom system, and therefore cannot relay telephone messages to patrons within the library except in the case of an emergency.