

## STRAWBERRY POINT PUBLIC LIBRARY

POLICY FOR:

***The Berdina Ludovissy Putzier Family History Room***

The genealogy room is to be available for genealogy use during regular library hours.

It may be used for other purposes if not being used for genealogy research, but if someone needs it for that purpose the room will be made available to them.

After hours the room may be used for library board meetings, book discussion groups or other library programs, at discretion of the director. The room is not available for rent by the general public.

The room may be used by others when the library is closed, only if a staff or board member is present.

Adopted by board of trustees 1/25/05

Revised 6/29/10

Revised 1/25/2012

Name for room revised 8-3-2012

Reviewed 8/25/15

Reviewed 8/20/18

Reviewed 2/21/2023