

## **Food and Drink Policy**

The James Prendergast Library strives to create a welcoming, clean and comfortable environment for all to enjoy. Consistent with this goal, food and drink are allowed in the Library on a limited basis and should be consumed in a considerate and responsible manner. Food and drink pose a potential risk to library collections, equipment, and furnishings. In order to protect our resources and facilities from damage, we ask that you act responsibly when consuming food and drink in the Library.

- Beverages are allowed if they are in a spill-proof cup, container with a secure lid, a can, or plastic bottle with a screw top. Glass or open containers are not allowed.
- No alcoholic beverages are allowed in the Library.
- If your food or beverage has strong odors or is otherwise disturbing others, you will be asked to move to a separate space or remove it from the Library.
- Certain areas of the Library are designated as “snack” zones.
- Food and drinks are not permitted while using library computers, printers, photocopiers, microfilm readers or other electrical equipment.
- Food and drinks are not permitted while using the Library’s local history materials.
- Food and drink are permissible for special functions in Library meeting rooms as authorized by library management. Rules for food and beverages are detailed under the Library’s Meeting Room Policy. Staff will assist with meeting room arrangements depending on availability of meeting room spaces.
- Library users must
  - Immediately report spills to staff.
  - Discard food and drink refuse in trash containers.
  - Leave all areas clean for use by others.
- Patrons violating this policy will be asked to remove their food and drink from the Library.
- Unattended food and drink openly displayed in public areas will be confiscated and discarded.
- Library users are liable for any damage to library materials or equipment.