## MARY AND JOHN GRAY LIBRARY MANUAL OF POLICIES AND PROCEDURES

## I. POLICY: CELL PHONE AND AUDIO DEVICES

Many patrons come to the Mary and John Gray Library to find a place to read, study and use the l technology. The Mary and John Gray Library recognizes the need for its users to stay in touch with family,

following guidelines for cell phone use in the Library.

Please turn the cell phone off or the ringer to a silent setting upon entering the Library.

The Library reserves the right to ask a patron to leave the Library if they are using their cell phone in an inappropriate manner and/or disturbing other patrons. For Audio, please use Headset and have volume at a level not to Distract other patrons All of the above will apply to regular and hands-free cell phones.

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## **REVISION LOG**

REVISION NUMBER	DATE	DESCRIPTION OF ALL CHANGES
1	Unknown	Initial version created.
		Initial version approved.
2	02/25/2021	Policy was revised by the committee.
3	03/16/2021	Group.
4	03/30/2021	Policy reviewed by the library faculty and staff.
5	04/27/2021	Policy was approved by the D1.29480.4801 ref* 77.544 t