



# POLICY ON USE OF 3D PRINTERS

## I. POLICY

Skokie Public Library supports 21<sup>st</sup> Century Education Principles\* which state, in part

- Learning may occur at any time, any place, any path, and any pace.
- Young people respond more positively to learning that is personal, interest-driven, informal, and supported by peers and mentors.
- Technology is a catalyst for learning.

In accordance with these principles, Skokie Public Library makes 3D printers available for use by the public.

## II. SCOPE

3D printing, also called additive manufacturing, means making things layer by layer according to a 3D design file. Skokie Public Library makes 3D printers available to members of the public to make three-dimensional objects in plastic using a design that is uploaded from a digital computer file.

A maximum of 2 hours will be allowed for each print job. Timing of printing may be regulated according to demand.

There is no patron age restriction for use of the library's 3D printers, but printers may only be used with staff assistance.

The library's 3D printers may be used only for lawful purposes. They may not be used to create weapons or materials that

- Are prohibited by local, state, or federal law,
- Are unsafe, harmful, dangerous or which pose an immediate threat to the well-being of others,
- Are inappropriate for the library environment, or
- Violate another person's property rights. For example, the printers will not be used to reproduce objects or materials that are subject to copyright, patent or trademark protection.

Library staff will review every object file before it is printed, and the library reserves the right to refuse any 3D print request. The nature of 3D printing does not allow complete patron privacy but the library will not share information about a patron's legal activities with third parties.

### III. RESPONSIBILITY

The library is not responsible for failed 3D prints, although we will do our best to assist in completing successful 3D prints.

Skokie Public Library will not be liable for functional failure of or injuries or property damage caused by objects or materials made through the use of 3D printers. The library strongly recommends that 3D printers not be used to make things that could prove harmful, or that would result in significant cost to the user if they fail.

Please note that procedures governing use of the library's 3D printers are subject to change at any time.

*\*Leadership Brief: Libraries Igniting Learning, Washington: Urban Libraries Council, Summer 2014*

*Adopted by the Skokie Public Library Board of Trustees, February 11, 2015*

