



DOWNTOWN LIBRARY
610 QUINCY ST. | RAPID CITY, SD 57701 | 605.394.6139

RAPIDCITYLIBRARY.ORG



Date: April 8, 2024
To: RCPL Board of Trustees
From: Sean Minkel, Assistant Library Director
Re: Fabrication Policy

Motion: Move to approve updates to the Fabrication Policy as presented.

Background: The fabrication policy describes the purpose and rules regarding the use of the library's technology such as 3D printers, laser engravers, vinyl cutters, large format printers and other tools. The specific equipment and services are expected to change as technology and patron use evolve.

Two changes are recommended.

- Language has been added to clarify that donated materials may be refused in the same way that fabrication or use of the equipment may be refused
 - Although rare, individuals occasionally wish to donate vinyl, 3D printer filament, or other materials that they have purchased for private use. Such materials may not be compatible or safe to use in library machines.
- A section has been added to explain that the library is not responsible for damage to or dissatisfaction with fabrications created with user-provided materials
 - For example, the laser engraver can be used to engrave water bottles or untreated wood that individuals bring in. Unforeseeable issues can arise during the process; the library will not provide refunds or pay for materials that a person chooses to risk in this manner.