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I. SHIRK CENTER

The Shirk Center opened in 1994 and has been serving the Illinois Wesleyan community ever since. We hope you will take advantage of all the amenities available to help you improve and maintain your physical well-being. In return, we ask that you take time to read through our policies and procedures. This helps maintain the quality of our facilities while also ensuring user safety. Thank you and enjoy your time at the Shirk Center!

II. USER REGULATIONS & CONDUCT

- All IWU students, faculty and staff with a valid IWU I.D. may use the facilities during open hours. **On occasion areas of the Shirk Center may be closed for special events**
- Alumni and retired faculty and staff may use the facilities after obtaining a Special User Pass from the Athletic Office. **Special users may be asked to show picture ID when entering the Shirk Center.**
- Spouses of students, faculty and staff may use the facilities with a Special User Pass.
  - Special User Passes may be obtained by filling out an application for approval by the Athletic Administration.
  - Applications for the passes can be acquired from the Athletic Office between the hours of 8:30 a.m. to 4:30 p.m. or by calling the Shirk Center Office at 309/556-3196 to schedule an appointment.
  - If you have a Special User Pass you may be asked to show it along with a photo I.D. when entering or using the Shirk facilities.
  - **Special User Passes have NO guest privileges.**
  - Special Users and Students are not allowed to park in the faculty/staff parking lot off of Franklin Street.
  - The special user pass will be confiscated if another individual is discovered using it. Pass will be suspended with a possibility of renewal. If renewed and a 2nd offense occurs, there will absolutely be NO possibility for renewal.
  - The Athletic Director has the right to revoke a Special User Pass at any time.
  - Dependents of IWU Faculty and staff between the ages of 16 and 21 can be issued a Special User Pass.
• Children under the age of 16 must be accompanied by an adult at all times during facility use.
• We do not sell memberships to use the facility. Only Faculty, Staff, Students, approved Special Users and contracted rental groups may use the facility.
• Anyone who has a valid IWU I.D. is allowed to bring one non-dependent guest.
  o Guests are under the responsibility of the IWU I.D. card holder and must leave the building at the same time as their host or hostess.
  o Equipment must be checked out and returned by the guests host or hostess.
  o Guests are allowed to use all of our facilities as long as they are accompanied by their host or hostess.
• The use of profane language will not be tolerated.
• Physical, verbal or sexual harassment towards employees or other users will not be tolerated and legal action may be taken.

III. FACILITY HOURS & CLOSURES

• Regular Shirk Center Hours (Academic Year)
  o Monday-Thursday (6 a.m. – 10 p.m.)
  o Friday (6 a.m. – 8 p.m.)
  o Saturday (9 a.m. – 7 p.m.)
  o Sunday (Noon – 10 p.m.)
• Regular Shirk Center Hours (Summer)
  o Monday-Thursday (6 a.m. – 8 p.m.)
  o Friday (6 a.m. – 7 p.m.)
  o Saturday (9 a.m. – 2 p.m.)
  o Sunday (CLOSED)
• SPECIAL HOURS ARE IN EFFECT DURING ACADEMIC BREAKS AND HOLIDAYS. Please visit iwusports.com/shirkhours for current hours of operation.
• For swimming hours please see the Fort Natatorium section of the Handbook (VII)
• Summer hours will typically begin on June 1 and end the last week of August.
• IN-SEASON ATHLETIC TEAMS HAVE PRIORITY ON FACILITY USAGE. This can affect other users in two ways:
  o The IWU Track Team utilizes the indoor track and activity courts from 4 pm to 6:15 pm, Monday through Friday, from mid-November to mid-March. This includes a number of college and high school indoor track meets during this period, both on Saturdays and during the week. Other users are not permitted on the track during these times.
  o During inclement weather, outdoor teams may need to practice indoors. This may be planned or sudden based on circumstances. Please comply with athletic coaches if they need to move into indoor spaces.

IV. FACILITY POLICIES & OTHER INFORMATION

• As stated in the Users and Regulations section (II), all facility users must have a VALID IWU I.D. or SPECIAL USER PASS.
• Food is not permitted on any of the playing surfaces, especially NO red drinks of any kind on the track area.
• Eating is allowed only on the tile surfaces within Shirk with the exception of approved events.**Please dispose of all trash in the appropriate receptacles – Recycle when possible**
• Track lane policies are as followed:
  o Inside lanes= Running
  o Middle Lanes= Jogging
  o Outside Lanes= Walking
  o 8 laps equal one mile on the inside lanes.
• Non-marking athletic shoes must be worn when using the activity courts, performance arena, or practice gym.
• Please refrain from walking on any wood surfaces in the Shirk Center with black-soled shoes.
• Street shoes are not permitted at any time on activity surfaces or in workout spaces.
• User can only be bare foot inside a locker room or the pool area.
• Hanging on basketball rims or nets is not permitted at any time.
• Please hang or put coats and additional clothing in lockers or on hooks available in the activity center. More information on lockers is listed in section (VI. Locker and Towel Usage)
• No pets are allowed inside the Shirk Center with the exception of those used to assist individuals with disabilities.
• Spitting in water fountains or on playing surfaces, which includes the track, will not be tolerated.
• Use of tobacco products is not permitted in or around any athletic facilities.
• Please throw away all of your trash, as littering will not be tolerated.
• Activity courts cannot be reserved for re-occurring recreational play. However, organized group requests can be made through the Associate Athletic Director/Director of the Shirk Athletic Complex.
• Fighting of any kind will not be tolerated and security will be contacted. This may result in removal of all Shirk access privileges and/or legal action.
• The Athletic Director and or other university employees retain the right to remove any individual who is not following the policies and rules set forth in this handbook.

V. Equipment

• All recreational equipment will be issued by the Control Desk Worker after they are given an IWU I.D. card or Shirk Special User Pass.
• All I.D.’s will be held until the equipment is checked back in, and the I.D. holder is responsible for all lost, damaged, or stolen equipment.
• If equipment is not returned or is returned damaged, then the I.D. holder will be charged to replace that piece of equipment.
• Use of bikes, unicycles, or skateboards is not permitted inside the Shirk Center at any time.
• The Control Desk Worker can provide users with nets and net posts and will assist with setting up the courts (Volleyball/Tennis).
• The Control Desk Worker has the authority to suspend play and even dismiss individuals who are using the equipment in an inappropriate manner.

VI. LOCKER AND TOWEL USAGE

• There is a $15.00 fee per year for locker, lock, and towel usage by Special Users. Please contact Kim Nelson-Brown at 309/556-3349 or knbrown@iwu.edu for more information about locker rentals.
• All locks and lockers will be issued through the Athletic Office.
• Only IWU locks are allowed on lockers with the exception of the day lockers located near the Control Desk and Strength Center.
• **IWU IS NOT RESPONSIBLE FOR ANY LOST OR STOLEN CLOTHING OR ITEMS.** If you are using a locker, please lock it at all times.
• All towels **MUST BE** returned in available bins in order to be cleaned for further use. Removal of towels from the Shirk Center will be considered theft.
• Daily lockers must be emptied out by the end of the day or else the items inside will be confiscated. They may be picked up at again in the Athletics Office.

VII. SWIMMING POOL (FORT NATATORIUM)

• Regular Pool Hours (Academic Year)
  o Monday and Wednesday: *(11 a.m. – 1 p.m.) & (7:15 p.m. – 9:30 p.m.)*
  o Tuesday and Thursday: *(7 a.m. – 9 a.m.), (Noon – 2 p.m.), & (7:15 p.m. – 9:30 p.m.)*
  o Friday: *(11 a.m. – 1 p.m.) & (6:15 p.m. – 8 p.m.)*
  o Saturday and Sunday: *(1 p.m. – 4 p.m.)*
• Regular Pool Hours (Summer)
  o Monday – Friday: *(11:30 a.m. – 1:30 p.m.) & (4 p.m. – 7 p.m.)*
  o Saturday: *(11:30 a.m. – 1:30 p.m.)*
  o Sunday: *(CLOSED)*
• **SPECIAL HOURS ARE IN EFFECT DURING ACADEMIC BREAKS AND HOLIDAYS.** Please visit iwusports.com/shirkhours for current hours of operation.
• No one will be allowed to enter the pool area without proper identification as stated within the user regulations and conduct rules.
• User must present an IWU I.D. or a Special User Pass to the on duty lifeguard at the Pool Lobby Desk. In accordance with Health Department regulations, the user and any guest must sign in on the clipboard at the check-in desk.
• The pool can be used only during the specified pool hours when a lifeguard is on duty.
• Children under 16 must be accompanied by an adult and must remain with them the entire time to use Fort Natatorium.
• There is absolutely no running, pushing, or anything considered horseplay while on the pool deck.
• Rafts and floatation devices are not allowed, except for water wings, kickboards, and hand paddles.
• There should never be more than one person on the diving board.
• Excessive bouncing on the diving board will not be tolerated.
• Always check the area to make sure it is clear before diving into the pool.
• Diving is only permitted when using the diving board. Do not dive into a swimming lane.
• The lifeguard is the person in charge at all times, and whatever rule they are enforcing must be followed.
• All pool rules and regulations must be followed. The Aquatics Director or the lifeguards have the authority to take away pool privileges from anyone acting inappropriately.
• Open swim hours are for lap swim only.

VIII. RACQUETBALL COURTS

• Reservations for racquetball courts can be made by contacting Tony Bankston at bankston@iwu.edu or 309-556-3380.
  o Reservations can be made up to 3 days in advance.
  o If players do not take the court within 10 minutes after the reservation time, the reservation is forfeited and the court becomes open on a first-come first-serve basis.
  o Reservations can be set for one hour only and back-to-back reservations are not permitted.
  o Special User Pass holders cannot make reservations on Monday through Friday between 3 p.m. and 6 p.m.
• All courts are open for use if the courts have not been reserved.
• No shoes are allowed that could mark the floors, especially shoes with black soles.
• NO food, gum, or drink is allowed in the racquetball courts.
• Eye protection is recommended for all users.
• Racquets, balls, and eye protection can be checked out at the Control Desk.
• If you are using your own racquet, it must have a wrist strap and a bumper guard to be considered playable.

IX. SHIRK CENTER ARENA

• The arena is used primarily for varsity athletics such as men’s and women’s basketball, men’s and women’s volleyball, or local competitions and tournaments.
• This arena is not available for use unless it is cleared through the Director of the Shirk Athletic Complex.
• To inquire about renting or using this facility you can contact the Director of the Shirk Athletic Complex, Tony Bankston, at bankston@iwu.edu or (309) 556-3380.

X. SHIRK CENTER SPACES

• Fitness Center/Strength Room
• Food is not permitted at any time in the Fitness Center or Strength Room.
• **NO** gum is allowed at any time.
• Bottled water and sport drinks are allowed.
• Appropriate attire is required, which includes: loose fitting comfortable clothing, such as a shirt, shorts or sweats, and athletic shoes.
• Dress shoes and sandals will not be allowed in the fitness center to workout.
• Please refrain from using chalk in the weight area as it is difficult to clean up.
• We ask you to please have a spotter if you are planning to lift heavy weights.
• Slamming of weights is not allowed as it can cause injury and disruption to other individuals as well as to the equipment.
• If a cardio machine is not working properly, do not try to fix it, please contact a Shirk employee.
• Users are required to wipe off machines after use to help keep them clean.
• Cardiovascular equipment, such as bikes and treadmills, are restricted to a 30-minute usage timeframe during heavy use times.
• Please return all weights or equipment that you use during your workout to the proper storage location. This includes clearing weight plates off lifting bars.
• As stated in the facility policies section (IV), P.E. classes have first priority in the fitness center, which can cause a restriction at certain times throughout a day.

• **Multi-Purpose Activity Courts (Activity Center)**
  - Usage priorities of these courts are listed in the facility policies section (IV).
  - Courts can be separated by a curtain divider. Please ask the Control Desk employee if you would like to have certain courts separated via the divider.
  - Courts can be used for indoor soccer, floor hockey, basketball, tennis, baseball, softball, and volleyball.
  - If you need any equipment to use the multi-purpose courts, please ask the Control Desk employee for help.
  - The putting green is available for recreational use, but please do not use that area as a stretching space. **NO** food or drink is permitted in the putting green area.
  - **NO** red drinks on the activity courts or track.
  - **NO** street shoes and sandals on the courts.
  - **NO** hanging from the nets or rims.
  - **NO** gum or spitting allowed on the activity courts.
  - Hockey Sticks are only allowed on courts two and three.
  - **NO** throwing of baseballs, softballs, or lacrosse balls without divider nets down.
  - If there is a wait to play a full court basketball game, then the following rules will apply at all times: 1) Games will be played to 11 by 2’s and 1’s. 2) Winners will stay on the court. 3) Sportsmanship and fairness will always be shown.

• **Solberg Court (Practice Gym)**
  - This space is available for recreational use if there are no scheduled athletic practices or other events.
  - Gym shoes are the **ONLY** type of shoes allowed in this space.
NO food or gum is allowed inside the gym.
If there is a wait for a recreational basketball game, then the same rules apply that are enforced on the Multi-Purpose Activity Courts.

XI. **TUCCI STADIUM**

- The turf field in Tucci Stadium is used only for IWU activities, and any other usage must first be approved by the Athletic Department or Director of the Shirk Athletic Complex.
- To inquire about field usage please contact Tony Bankston at bankston@iwu.edu or (309) 556-3380 or Head Football Coach Norm Eash at neash@iwu.edu or (309) 556-3344.
- Usage without proper approval will be considered trespassing.

XII. **HORENBERGER BASEBALL FIELD**

- The baseball field is used only for IWU baseball related activities, and any other usage must first be cleared by the Athletic Department.
- To inquire about field usage please contact Tony Bankston at bankston@iwu.edu or (309) 556-3380 or Head Baseball Coach Dennis Martel at dmartel@iwu.edu or (309) 556-3335.
- Usage without proper approval will be considered trespassing.

XIII. **SOFTBALL FIELD**

- The softball field is used only for IWU softball related activities, and any other usage must first be approved by the Athletic Department.
- To inquire about field usage please contact Tony Bankston at bankston@iwu.edu or (309) 556-3380 or Head Softball Coach Tiffany Prager at tprager@iwu.edu or (309) 556-2755.
- Usage without proper authorization will be considered trespassing.

XIV. **NEIS SOCCER FIELD**

- Neis Soccer Field is used only for IWU men’s and women’s soccer activities and any other usage must first be approved by the Athletic Department.
- To inquire about field usage please contact Tony Bankston at bankston@iwu.edu or (309) 556-3380, Head Men’s Soccer Coach Kyle Schauls at kschauls@iwu.edu or (309) 556-2033, or Head Women’s Soccer Coach Tony Dulak at adulak@iwu.edu or (309) 556-3343.
- Usage without proper authorization will be considered trespassing.

XV. **BEADLES-MORSE TENNIS COURTS**

- IWU varsity tennis players have court privileges above all other users.
- The tennis courts are open for recreation play. IWU ID and Special Use Pass holders have priority to use courts before community users.

XVI. **LOST AND FOUND**
As stated previously, IWU does not take responsibility for lost or stolen items.

It is imperative to place your items in a locker issued through IWU or one of the day lockers next to the Control Desk and Strength Room.

Please do not bring anything of value into the facility.

Shirk Center staff will not hold personal items for our users at any time.

The Control Desk will hold all lost items for a period of time until they are claimed. Items of value will be brought to the main Shirk Center office, i.e. phones, iPads, wallets, etc.

If for some reason you were to lose an item, you can contact the Control Desk to see if it has been turned in at 309/556-3561 or call the Athletics Office at 309/556-3196.

XVII. INJURIES, LIABILITY, AND EMERGENCIES

If an injury occurs, please find the nearest employee in the Shirk Center.

If injury is minor, the staff may provide basic first aid treatment.

If the injury is serious, the staff will contact an ambulance immediately.

Users will find fire alarms and extinguishers throughout the facility.

AED machines are located behind the Control Desk, near concession stand on upper level, in the Fitness Center, Pool Lobby, and in the training rooms in the northwest and southeast corners of the lower level.

Please refrain from using an elevator if the Shirk Athletic Center is ever on fire.

Please locate the nearest exit in case of any emergency.

DO NOT let anybody in through a locked door if you hear knocking or allow tailgaters to follow you in to the facility while you are entering or exiting the building.

Individuals are considered responsible for any injuries that occur during a workout, recreational activity, or competition.

If you decide to use the Shirk Center at Illinois Wesleyan University then you agree to waive all damages, injuries, or losses that you may sustain while using the facility and/or equipment.

Participation in activities at the Shirk Complex means that you agree not to sue our institution, employees, or any affiliations at Illinois Wesleyan for injuries or losses that may happen during your usage.

XVIII. DISCIPLINE

IWU and Shirk Center staff have the right to enforce all of these policies at any time.

These policies are set and cannot be adjusted without approval from the Athletic Department.

All actions taken by Shirk employees to enforce the rules are allowed as long as it is essential to keeping others users safe.

Discipline may be in the form of a verbal warning, ejection from an activity or space, or ejection from the Shirk Complex.

Depending on the severity of the incident, Campus Safety or the Bloomington Police may be called to apprehend the offender.
• Depending on the severity of the issue, the offender could be suspended from using the Shirk Center completely.
• All problematic issues will be documented through the Athletics Office.

XIX. MAINTENANCE

• Our maintenance crew works very hard at the Shirk Center to provide you with an up-to-date and clean environment. We hope that you can do your part by picking up all trash and disposing of it properly. Please show your support and respect to the Illinois Wesleyan community and maintenance team by doing your part when you are using the facilities.

XX. STAFF MEMBERS

• All staff members are here to help your experience be the best it can be. Please feel free to ask questions if you are uncertain about something. We are willing to do our part to make the Shirk Center an enjoyable space for the Illinois Wesleyan community.
• For any additional inquiries, please contact the Athletics Office at 302 E. Emerson Street Bloomington, IL 61701 or by phone at (309) 556-3196. Thank you, and we hope you enjoy the use of the Shirk Center. It is great privilege and not a right. Please respect the facility and other users so they can also have an enjoyable experience.
# Shirk Center Labor Day Weekend Hours

<table>
<thead>
<tr>
<th>Day</th>
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<tbody>
<tr>
<td>Friday</td>
<td>6 am - 8 pm</td>
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<tr>
<td>Saturday</td>
<td>9 am - 3 pm</td>
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<tr>
<td>Sunday</td>
<td>CLOSED</td>
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<tr>
<td>Monday</td>
<td>4 pm - 10 pm</td>
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# Fort Natatorium

<table>
<thead>
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<th>Day</th>
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<tr>
<td>Friday</td>
<td>11 am - 1 pm</td>
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<tr>
<td>Saturday</td>
<td>11:30 am - 1:30 pm</td>
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<tr>
<td>Sunday</td>
<td>CLOSED</td>
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<tr>
<td>Monday</td>
<td>11:30 am - 1:30 pm</td>
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</table>
FORT NATATORIUM

Thursday
Friday
Saturday
Sunday

noon - 2 pm
11:30 am - 1:30 pm
11:30 am - 1:30 pm
CLOSED
# Shirk Center Thanksgiving Week

<table>
<thead>
<tr>
<th>Day</th>
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<tbody>
<tr>
<td>Tuesday</td>
<td>6 am - 6 pm</td>
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<tr>
<td>Wednesday</td>
<td>11 am - 1 pm; 4 - 6 pm</td>
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<tr>
<td>Thursday</td>
<td>CLOSED</td>
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<tr>
<td>Friday</td>
<td>noon - 4 pm</td>
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<tr>
<td>Saturday</td>
<td>10 am - 2 pm</td>
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# Fort Natatorium

<table>
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<tr>
<td>Wednesday</td>
<td>11:30 am - 1:30 pm</td>
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<tr>
<td>Thursday</td>
<td>CLOSED</td>
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<tr>
<td>Friday</td>
<td>11:30 am - 1:30 pm</td>
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## Shirk Center Spring Break Hours

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<td>Friday</td>
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<td>Saturday</td>
<td>9 am - 1 pm</td>
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<tr>
<td>Sunday</td>
<td>CLOSED</td>
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<tr>
<td>Monday—Friday</td>
<td>9 am - 1 pm, 4 - 7 pm</td>
</tr>
<tr>
<td>Saturday</td>
<td>9 am - 1 pm</td>
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<tr>
<td>Sunday</td>
<td>6 pm - 10 pm</td>
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## Fort Natatorium

<table>
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<th>Day</th>
<th>Hours</th>
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<td>Friday</td>
<td>11 am - 1 pm</td>
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<td>Saturday</td>
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<td>Sunday</td>
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<tr>
<td>Monday - Friday</td>
<td>11:30 am - 1:30 pm</td>
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<td>Saturday</td>
<td>11:30 am - 1:30 pm</td>
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<td>Sunday</td>
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<tr>
<td>Day</td>
<td>Shirk Center Easter Weekend Hours</td>
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<tr>
<td>Friday</td>
<td>6 am - 8 pm</td>
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<td>Saturday</td>
<td>9 am - 3 pm</td>
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<td>Holiday/Weekend</td>
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<td>Easter Weekend</td>
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<td>MLK Day</td>
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<tr>
<td>Veterans Day</td>
<td>CLOSED</td>
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</tbody>
</table>

**Regular Summer Hours**

- Monday - Friday: 8 am - 8 pm
- Saturday - Sunday: 9 am - 8 pm

**May Term Break Hours**

- Monday - Friday: 8 am - 8 pm
- Saturday: 9 am - 8 pm
- Sunday: Closed

**Spring Break Hours**

- Monday - Friday: 8 am - 8 pm
- Saturday: 9 am - 8 pm
- Sunday: Closed

**Regular Winter Hours (1/16/20)**

- Monday - Friday: 8 am - 8 pm
- Saturday: 9 am - 8 pm
- Sunday: Closed