

Meeting Room Policy

The Library has a meeting room with limited capacity that can be reserved for public use. The room is available to individuals or organized groups in the Library service area. Exceptions may be made by the Library Board or Library Director if it is determined that extenuating circumstances are involved.

The fact that a group is permitted to meet at the Library does not in any way constitute an endorsement of the group's policies or beliefs by the Library staff or Board.

The meeting room may not be used by any group or individual using it for partisan political purposes.

The room may be reserved no more than ninety days in advance.

Library programming has first priority in room use.

There will be no charge for use of the meeting room.

No admission may be charged by groups using the meeting room.

Meeting room capacity is 20 people when set up classroom style. The library will provide tables and chairs for groups to use.

The people using the room shall leave it in neat, clean, orderly condition; if not, the group/individual will be given notice that continued offense will result in denied access to the meeting room.

The Library is not responsible for any equipment, supplies, materials, clothing, or other items brought to the Library by any group or individual attending a meeting.

No alcoholic beverages are allowed.

The Library Board and staff do not assume any liability for groups or individuals attending a meeting in the Library.