

NORTH SCITUATE PUBLIC LIBRARY MEETING ROOM POLICY

A meeting room is available in the North Scituate Public Library (NSPL) primarily to support library programs and functions which further the goals of the library. When not being used by the library, the room is available to government and established not-for-profit groups based in Scituate, Rhode Island. The library does not limit use of the meeting room based on the subject matter or content of the meeting or on the beliefs or affiliations of the meeting's sponsors.

Except for library and library-related programs, groups may not use the meeting room more than once each month; limited series of daily or weekly meetings may be scheduled at the discretion of the library director. The meeting room may be reserved up to 90 days in advance. Fees, rules, and procedures for use of the meeting room are established by the NSPL Board of Trustees and are reviewed annually. A copy of rules and procedures will be provided with the application for meeting room use.

Use of the meeting room does not imply endorsement, support, or co-sponsorship by NSPL of the activities that take place in the meeting room or the beliefs of the group using the meeting room. Groups or individuals using the meeting room may not imply that the event or program is sponsored, co-sponsored, or endorsed by the library in any advertising or publicity.

No selling, solicitation, or taking of orders may occur without written permission from the library director. No admission may be charged for programs held in the meeting room. The library reserves the right to conduct sales or charge admission to library programs.

The Library is not responsible for any accident, injury, loss or damage to any person and/or property of any individuals or organizations using the facility.

A library staff member may be present at any time during any meeting.

Groups failing to comply with any part of this policy or the established procedures will be denied further use of the meeting room.

Approved by the NSPL Board of Trustees on 6/14/2011