



PUBLIC MEETING SPACE POLICY

Adopted: February 20, 2012

Last Revised: n/a

The Branch District Library (BDL) provides a public meeting room at the Coldwater Branch for use by non-profit groups and clubs. The meeting room is not available for commercial interests such as insurance agents, for-profit tutors, attorneys, or salespeople to meet with clients.

Groups wishing to use the meeting room should check with library staff to make a reservation. In the event of a conflict, library-sponsored uses will take precedence.

Other BDL branch libraries may or may not offer public meeting space in accordance with agreements with their governing townships or villages. Interested groups should check with the Branch Manager to see if meeting space is available.

Fines, including but not limited to cleanup costs, may be assessed if there is any damage the meeting space or library equipment.

This policy will be explained in advance to persons requesting meeting room space.