

USE OF LIBRARY GROUNDS POLICY

Library grounds, including parking areas, memorial gardens and lawn are for the use of library patrons and library sponsored events. The grounds cannot be used by private individuals or for purely social occasions. Permission may be granted, on a case-by-case basis, to a civic or non-profit group for use of library grounds. A representative of the group must submit a request in writing to the Library Board of Trustees. However, library grounds cannot be used for fund-raising, except by the Library. Admission may not be charged, nor items sold.

For events that require significant use of the parking lot, a representative of the group making the request must also meet with a Library Trustee. Areas that will be discussed will include fencing, liability, insurance coverage, and any other concerns of the Board of Trustees. To insure adequate parking facilities for the use of library patrons, the group using library grounds must utilize the parking available on Town House Road. Large groups should provide a qualified parking attendant.