

## **RACINE PUBLIC LIBRARY**

### **Meeting Rooms Policy**

In making the meeting rooms available to the public, the Library Board subscribes to the tenets of the American Library Association's *Library Bill of Rights* which states in part, "Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use." Further, libraries should not merely be neutral spaces for people to share information, but should actively encourage socially excluded, marginalized, and underrepresented people to fully participate in community debates and discussions.

The meeting rooms are primarily intended to be used by the Racine Public Library for library meetings or for library-sponsored activities that encourage use of library services and resources, or promote discussion. The Racine Public Library makes its meeting rooms available for use by the general public, including private businesses and local community organizations.

#### **Appropriate Use**

Non-profit groups and organizations, and business, corporate, for-profit organizations and the general public may be eligible to use the meeting rooms as long as no fee is charged for attendance, no sales or solicitations of customers or the public occur, and no advertisement of services or products takes place. The organization may have information available about its purpose, but this is not a forum to distribute materials. Any purpose which, in the opinion of the Library Board or its authorized personnel, would be disruptive to the normal operation of the library will not be allowed. The Library Board reserves the right to deny a return engagement to any party that violates this or any other rule stated in this policy. Permission to use the meeting rooms cannot be granted for activities prohibited under local, state, and/or federal law. The meeting room user must pay the applicable user fee but must not charge an admission fee to the public. Persons using the meeting rooms must comply with all the rules of behavior set forth in the Patron Behavior Policy. A person's right to request the use of a meeting room or to attend a meeting or program will not be denied because of origin, age, race, sex, background, views, sexual orientation, disability, membership or lack of membership in an organization or group, or for any other reason. Users of the meeting rooms are required to comply with the Americans with Disabilities Act in reasonably accommodating persons with disabilities. Library staff may attend or observe any meeting or program at any time. If the activities are inappropriate or disrupt the public's use of the facilities, the staff has the right to stop the meeting.

The Library Director shall be responsible for developing and implementing procedures governing use of the meeting rooms.

**Hold Harmless Agreement**

The user must abide by this policy, indemnify the Library from any damage caused by the user, and hold the Library, the City of Racine, and its employees, free from any liability.

This policy supersedes all previous policies regarding the use of the Racine Public Library Meeting Room.

*Adopted by the Library Board December 16, 1993. Revised August 19, 1999; September 21, 2000; Updated to reflect new hours, January 2004; Revised September 21, 2006; Revised April 17, 2008; Revised February 8, 2011; Revised June 21, 2012; Revised September 15, 2016; Revised November 16, 2017.*