



EAST BRIDGEWATER PUBLIC LIBRARY

32 Union Street

East Bridgewater, Massachusetts 02333

Tel 508-378-1616 Fax 508-378-1617

Virginia K. Johnson, *Director of Library Services*

Community Room Use Policy

The East Bridgewater Public Library Community Room is available for use by any local organization provided the following rules are followed:

1. Library activities take priority in use of the Community Room.
2. No group shall be denied use of the room because of its views, provided no illegal activities are espoused. Use of the Library's Community Room does not constitute endorsement of an organization's beliefs or policies.
3. Educational, civic, cultural, and governmental groups may use the Community Room when no admission charge is made. Exceptions may be made for meetings sponsored by the Library or an approved nonprofit educational group or institution for short-term classes, discussion groups, or forums involving small fees. Employee groups of commercial firms will be interpreted as education groups provided management is not using the meeting as a sales or promotional event. Profit making organizations hosting or sponsoring a meeting will be permitted to use the room provided the meeting is of a not for profit nature.
4. Nonprofit groups may hold fundraising activities, provided no admission fee is charged.
5. The Room shall not be reserved for individual use.
6. Prior to the meeting date, a room reservation form and a contract signed by the person responsible for the meeting must be submitted to the Library for review.

Approved by the Library Board of Trustees – May 2016