



## **Eckhart Public Library Meeting Room Policy**

In accordance with the Eckhart Public Library Deed, public meeting spaces are available at no charge for non-profit groups who wish to hold meetings or present programs for civic, educational, philanthropic, or cultural purposes.

Priority is given to library and Friends of the Library-sponsored and co-sponsored activities. Availability for others is determined on a first-come, first-served basis.

The fact that a group is permitted to meet at the library does not constitute an endorsement of its policies or beliefs. The Library Director is authorized to deny permission to use the library spaces to any group that violates the terms of use or users who misrepresent an event or affiliation to avoid compliance. Any question of interpretation will be decided by the Eckhart Public Library Board of Trustees.

### **Terms of Use**

- The use of Eckhart Public Library's meeting spaces constitutes acceptance of the terms of use.
- The use of, and the scheduling of the use of, a meeting space is subject to the needs of the Library, and may not interfere with the Library's operations or the use of the Library by other patrons.
- All Library policies regarding acceptable behavior apply to any group meeting in the library.
- No admission fees may be charged or collected; fees to cover instructional materials are allowed.
- Use of alcohol, tobacco products, or controlled substances is prohibited.
- Fireworks, candles, and open flames are prohibited.
- Use of Library spaces for commercial purposes, such as buying, selling, trading, or soliciting, is prohibited.

- A meeting space may not be used for a political rally or a campaign for or against a specific ballot issue or candidate. However, a meeting room may be used for a forum or study group on a political issue or for mobile office hours for an elected official.
- A group using a room may not advertise or announce an event to be held in a meeting room if the advertisement or announcement states or implies the endorsement of the Library.
- Organizations or individuals using meeting rooms shall indemnify and hold harmless the Eckhart Public Library and its officers, Director, agents and employees from and against all losses, damages, claims, costs and expenses arising from injury or death of any person(s), or damage to property resulting from any act or omission of such users of their employees, agents, representatives, guests, invitees, or the general public to the extent that such losses, damages, claims, costs and expenses arise in connection with or relate to the organization's or individual's use of the facility.