

## **BPL LARGE MEETING ROOM POLICY**

It is the policy of the Board of Directors (Board) for the Bainbridge Public Library (BPL), a not-for-profit corporation under the laws of the State of Washington as follows:

1. BPL will make BPL's Large Meeting Room (LMR), which is located on the Library's main floor, just off the entrance lobby, a community resource by making it available for rental/use to members of the Bainbridge Island community.
2. BPL prohibits discrimination and will not restrict access to the LMR and other areas and amenities provided by BPL based on race, creed, color, religion, national origin, age, sex, gender, marital status, sexual/gender preference or orientation, the presence of any sensory, mental, or physical disability and/or any discrimination prohibited by Washington State and/or Federal Law.
3. Persons and/or entities using the LMR will not discriminate or restrict access to the LMR and amenities provided by BPL based on race, creed, color, religion, national origin, age, sex, gender, marital status, sexual/gender preference or orientation, the presence of any sensory, mental, or physical disability and/or any discrimination prohibited by Washington State and/or Federal Law.
4. BPL's grant of access to persons and/or entities using the LMR does not indicate an endorsement, sponsorship, or approval of the person or entity's event or philosophy and/or those who are using the Venue.
5. Alcohol is prohibited inside the LMR or anywhere else on Library grounds, except for BPL hosted events.
6. Reservations for use of the LMR for library programs or by community organizations affiliated with BPL may be made on a permanent basis, subject to cancellation if the space is not needed or a program is discontinued.
  - A. Library programs are those programs sponsored and coordinated by the Kitsap Regional Library system (KRL) and/or BPL. There will not be any charge for such use.
  - B. Community organizations affiliated with BPL are persons or entities that present free and regular public programs to the community and have been approved by the Board for BPL. Community organizations affiliated with BPL will not be charged for the use of the LMR.
7. Reservations for use of the LMR by persons or entities for activities that are not

Library programs and/or that are not community organizations affiliated with BPL shall be on a first come, first served basis, and such persons or entities shall be charged the rate established by BPL.

8. Persons or entities denied the use of the LMR may appeal the decision in writing to the Board for BPL within ten (10) days of the denial of usage. The decision of the Board for BPL shall be final and binding.

9. Persons and/or entities using the LMR shall comply with the Maximum Occupancy requirements established by the Board for BPL.

10. The Library's Branch Manager or designated staff member is authorized to deny use of the LMR to any individuals or group interfering with library operations or violating any of the regulations or the Standard of Conduct for Library Patrons which is posted in the library.

11 All persons and/or entities reserving the use of the LMR shall sign an agreement: (a) making the person or entity liable for all damages, costs to BPL and attorney's fees resulting from the persons and/or entities not returning the LMR to BPL in the same condition as at the start of the use, and (b) indemnifying BPL to the fullest extent allowed.