

# Facilities Use Policy

## Meetings

The public areas of the Grafton Public Library are open to all residents of the Commonwealth of Massachusetts for reading, researching, and using the resources of the library. Other uses not compatible with, or which interfere with, these purposes are not permitted.

The Grafton Public Library does not make meeting rooms available to the public. The main reading area may be used as a meeting room only for library related activities. The Friends of Grafton Public Libraries' activities are considered library related.

Meetings should not disrupt the either normal use of the library *of* by patrons or the work of staff during library hours

After hours use of the *main* reading *area(s)* as a meeting room is reserved for library related activities.

Upon recommendation by the Library Director, the Board of Trustees may grant an exception for meetings to be held by other organizations.

All meetings in the main reading room must be approved in advance by the library director.

After hours use of the library will be subject to a charge which will be the salary of the custodian should one be required.

## Fax Services

Fax service may be provided for a fee as set by the Board of Trustees.

## Parking

Parking in the library parking lot(s) is reserved for library patrons and staff during library hours.

No overnight (midnight to 7 A.M.) parking is permitted.

Violators' vehicles may be towed at owner's expense.

Compiled and voted by Board of Library Trustees

Adopted: 2/4/2010

Last Reviewed: