

Davenport Public Library

Use of public meeting rooms

1. Primary use of the meeting room is for library activities and meetings. When the room is not in use for Library purposes, it is available on a first come, first served basis to any non-profit organization. No fees will be charged.
2. Room requests must be made in advance.
3. If availability allows, individuals may make same-day requests to use a meeting room. No fees will be charged.
4. The general public must be eligible to attend, without charge, all meetings held in this room. No goods or services may be sold.
5. Each organization will be expected to see that its members and guests conform to standards of good behavior and all library behavior policies. The organization shall leave the room in order and must agree to be financially responsible for any damage to or loss of Library property or equipment. Misconduct, rowdy behavior or damage to Library property will be grounds to refuse meeting space to the organization and, at the discretion of the Director or designee, cause for the immediate termination of the meeting or event.
6. Permission to use the meeting room does not imply endorsement of, or agreement with, the purpose(s) of or the expressions of such individuals or organizations by the Library, the Library Board, or its Staff.
7. All groups using the Library meeting room must comply with the "Americans with Disabilities Act" and are responsible for providing qualified interpreters of auxiliary aids if requested.

Adopted by Board of Trustees: 8/10/72

Revised: 10/85,5/15/86,10/29/87,7/23/92,9/30/93,7/24/97,4/22/99; 6/21/2011, 2/18/14

Reviewed: 3/23/95; 5/21/98; 3/22/01,3/21/02, 3/20/03, 6/15/04, 12/18/07, 7/19/16