

(Library)

To: Library Board of Trustees-Finance

From: Peg Checkai-Library Director

Date: 12/10/2025

Subject: Community Room Policy

Background

The library's community room is a very popular resource for the community for public, private and nonprofit groups. We've had some issues with groups not following policies along with other incidents. P&P will review the current policy to see if adjustments need to be made.

Budget Goal

Provide best practices for serving the community, patrons and library team members

Financial Impact

NA

Recommendation

I would recommend making some adjustments to the current policy. Depending on decisions made about library hours for 2026, more adjustments may need to be made to the policy.