

Lewes Public Library
Policy on the Use of the Board Meeting Room

Adopted and Approved by the Lewes Public Library Board of Commissioners
on April 1, 2003

1. All meetings held in the Lewes Public Library Board Meeting Room must be approved and scheduled by the Director of the library.
2. Permission to use the room will be approved only for community organizations connected to the support and operation of the Lewes Public Library.
3. Meetings not directly related to library operations shall be held during library hours unless approved by the Director.
4. Maximum number of occupants allowed to use the meeting room during hours of library operations is 15.
5. Meetings are to restrain from excessive noise during library operations since the noise pollution from the room can interfere with the Research wing of the library.
6. The room is to be left clean, doors closed, lights turned off, and chairs returned to the original location when the room was occupied.
7. Kitchen Facilities are not available.

Approved by Board of Trustees, Lewes Public Library, April 1, 2003