

Meeting Room Policy



Purpose: To provide a private meeting space for members of the community.

Scheduling Use

Use of the room is to be scheduled by the Circulation staff of the library. Users who wish to make use of the room are to make reservations prior to the day of use when possible.

Conditions of Use:

- Educational, recreational, non-profit, political, and personal use ONLY
- Half day maximum time use
- 6 people maximum occupancy
- Door is to be closed during room use
- No materials may be hung on walls or affixed to any surface
- Skyping, cell phone, and wi-fi permitted
- Food is not allowed
- Covered drinks are permitted
- No flammable materials are permitted
- Anyone may use the room within the above guidelines without a reservation, however, previously scheduled events take precedence
- Certain Library Board committee meetings may take place that exceed the above limits

Note: Birthday parties are permitted within above guidelines, however no food or candles are allowed.

The Grand Marais Board reviews all policies within a five-year timeline or as deemed necessary.