

POLICY

Subject: Use of Library Grounds

Adopted: September 13, 2011

Amended: March 14, 2023

As a service to the community, the Dickinson County Library will consider the use of library grounds by community groups. The primary use of the library grounds is for library activities, and programs presented by the library and the Friends of the Dickinson County Library. When the grounds are not being used for library activities, they are available at no charge to non-profit groups to present programs or meetings which serve the community's needs for education, information and cultural enrichment. Access will be on equal terms, regardless of the beliefs or affiliations of individuals or groups requesting use. Use of the library grounds does not imply endorsement by the library staff or Trustees of the viewpoints presented. All meetings and programs must be free, open, and accessible to any member of the public. Commercial advertising, vending, selling, or soliciting of any type, as well as any other commercial or for-profit activities are strictly prohibited on Library grounds.

The terms for public use of the library grounds follow the Meeting Room policy provisions, including the following:

- a. Submit the request in writing, stating dates, times, purpose, and the specific area of the library grounds to be used.
- b. Appear before the Library Board of Trustees at a regular meeting to present the request.
- c. The request must be approved in advance and in writing by the Library Director or Library Board Chairman.
- d. Execute an indemnification agreement.
- e. Provide proof of insurance.
- f. Use of library utilities must have prior approval of the Library Board of Trustees.
- g. Must be carried out during the Library's regular hours of service.
- h. Occur out of the path of foot traffic from all directions.
- i. Persons conducting activities covered by this policy must comply with all requests of Library staff and shall not approach, harass or intimidate others to hand out information or engage in conversation or disrupt the orderly operation of the Library.
- j. Due to limited space for its use, in granting permission to conduct an approved activity, the Library reserves the right to
 - limit participation to a single group/individual during any given time period.
 - limit the size of the group
 - deny use to any group/individual

- limit the number of times a group/individual may conduct such activities
 - limit the duration of each activity.
- k. All materials and trash must be removed from Library grounds by the end of the allotted time slot.
 - l. No public address, voice enhancement, light display or other electronic devices may be used on Library grounds.
 - m. Those who fail to comply with the terms of this policy may be asked to leave Library grounds and may be denied subsequent permission to use space on Library grounds for similar purposes.
 - n. A signature of an organizational representative acknowledging the terms and conditions of the meeting room use will be kept on file for a one-year period.