

Meeting Rooms Policies

The meeting rooms of the Crete Public Library may be reserved for use by civic, educational, cultural, and governmental groups when no admission charge is made. Exceptions may be made by the Director for meetings sponsored by the library. Upon adequate notice, and for adequate reasons, the library reserves the right to revoke the permission to use any meeting room.

Restrictions:

- No meeting will be allowed which is sponsored by a for-profit organization or business with the intent to sell a product or service, to recruit customers, or to train members. No meeting which interferes with the purposes of the Library will be allowed.
- No alcoholic beverages may be served at any meeting held in the Library.
- The use of tobacco products is not allowed in the library, which includes the meeting rooms.
- No meetings will be allowed which would not meet the intent of this policy. Groups allowed to use the meeting rooms must not discriminate against persons in regard to race, age, color, national origin, gender or physical challenges.
- Those groups using the meeting rooms will be held responsible for any damage to the library facility or equipment that goes beyond normal use and wear.
- The meeting rooms are available during the library's regularly scheduled hours. Library programming will take precedence.
- Advance notice is required to reserve a meeting room. Click [here](#) for a meeting room application form.

Approved by the Crete City Council, 1 August 2017