

**Belleville Area District Library Board
Policy Committee Notes
Wednesday, September 11, 2019**

In attendance: Mary Jane Dawson, Barbara Gates (arrived at 10:40), Alma Hughes-Grubbs, Sharon Peters, Hilary Savage, and Mary Jo Suchy.

The meeting convened at 10:15 am.

The committee reviewed the current draft of the Facilities Use Policy, an umbrella policy covering patron use of the library's bulletin boards, meeting rooms, and grounds. The draft was developed to reflect the library's mission statement, and to place constraints on the usage of library facilities while respecting tax paying citizens and their rights. The committee discussed:

- Changing how far out the large meeting room can be booked from 60 days out to 30 days out.
- How a deposit would be handled in the event of a cancellation less than 48 hours before a meeting room booking.
- Whether political or religious meetings can be held in the large meeting room.
- If a deposit should be required for booking the board room.
- How study room reservations will be managed.
- How library grounds can be used.

The committee voted to approve sending the draft policy to John Day for a legal opinion.

The meeting adjourned at 11:05 am.