

GILMAN LIBRARY  
AGNES THOMPSON MEETING ROOM POLICY

The Gilman Library welcomes the use of its meeting room facilities for social, educational, and cultural activities, for public occasions as opposed to private functions. The facilities shall be available on equal terms to all groups in the community provided that the meetings are open to the public. The following rules shall apply:

Library programs, meetings and classes shall have priority.

The meeting room facilities shall be available for occasional rather than continuous use by any one group.

Reservations must be cleared in advance by library staff far enough in advance to process reservations. The following information shall be provided:

- Name and phone number of person requesting the room.
- Name of organization (if applicable)
- Approximate number of persons attending
- Date, time and length of meeting

Library facilities are open to organizations engaged in educational, cultural, intellectual or charitable activities and in accordance with RSA 664:17 Placement and Removal of Political Advertising. The Library facilities shall not be made available for profit-making activities. The meeting room will remain open to the public. Fees and admissions may not be charged.

The Gilman Library Board of Trustees reserves the right to establish a nominal fee for use of the meeting room facilities to cover maintenance.

This policy is subject to change at the discretion of the Gilman Library Trustees  
Adopted by the Gilman Library Trustees 1980  
Revised 2014

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