



Meeting Rooms

The Library maintains and welcomes public use of meeting rooms located in all its public facilities.

Library meeting room policies are approved by the Board for the following purposes:

- provision of Library programs and services to the public;
- partnerships with community agencies and organizations providing programming and activities complementary to the Library's interests in literacy and life-long learning; and
- affordable meeting space for use by not-for-profit and for-profit organizations.

Advertising of meetings or events taking place in Library meeting rooms must not imply endorsement by the Library of the content of the program or event. The Board takes no position on the views, ideas, or opinions of the organizations booking its rooms.

The Board endorses the Canadian Library Association's Position Statement on Intellectual Freedom.

Topics for discussion, names of speakers with their affiliation, and items for sale must be disclosed at the time of booking.

This policy is carried out in compliance and due regard to all relevant and appropriate legislation. The Library will not knowingly permit any individual or group to use its facilities in contravention of the *Criminal Code of Canada*.

The Board delegates to the CEO management of meeting rooms, including the ability to waive rental charges and to refuse any bookings or cancel bookings.

The Library will prepare and publicize updated meeting room policies, regulations, and rental rate schedules as required.



Not-for-profit organizations will be given a discounted rate. However, if a not-for-profit organization charges for admission or advertises admission by donation or suggested donation, they will be charged the full rate.

Meeting rooms are generally available for use during regular Library hours.

Approved by the Greater Victoria Public Library Board:	October 1975
Reviewed by the Policy & Program Development Committee:	June 5, 2008
Amended by the Greater Victoria Public Library Board:	June 24, 2008