



Agenda Date: 11/20/2007
Agenda Placement: 6J

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Janet McCoy - Director
Library
REPORT BY: Janet McCoy, Library Director, 253-4208
SUBJECT: Community Meeting Room Policy Revision

RECOMMENDATION

Library Director requests adoption of a revised Library "Community Meeting Room Policy."

EXECUTIVE SUMMARY

The primary changes to the Library's Community Meeting Room policy include requiring groups to restack the chairs after their meeting and allowing groups to use the community meeting room a maximum of twelve times per year.

FISCAL IMPACT

Is there a Fiscal Impact? No

ENVIRONMENTAL IMPACT

There is no Environmental Impact for this item.

BACKGROUND AND DISCUSSION

The current Community Meeting Room Policy limits a group's use of the meeting room in the Napa Library to six times per year. Because the majority of clubs and organizations hold monthly meetings, they have not been able to use the public library as their meeting place. The proposed revision would allow groups to use the community meeting room a maximum of twelve times per year.

The current policy is silent on the expectation that the chairs be stacked after each group's use. The proposed revision includes that requirement.

The revised policy, with changes marked, is on file with the Clerk of the Board.

The Library Commission unanimously approved the revision of the "Community Meeting Room Policy" on September 10, 2007.

SUPPORTING DOCUMENTS

A . Library Meeting Room Policy

CEO Recommendation: Approve

Reviewed By: Maiko Klieman