

LEMONT PUBLIC LIBRARY DISTRICT

Alcohol Policy

The mission of the Lemont Public Library District (“the District”) is to meet the diverse and changing needs of the community by providing a center for lifelong learning and a gathering place for all residents of the district and offering a balanced selection of current, historical, and cultural materials, programs, and services for community enrichment. The Lemont Library District seeks to make our library the cultural hub of the community. As such, the Lemont Public Library District Board of Trustees recognizes that from time to time it may be reasonable and beneficial to allow alcohol to be served in our library facility or on District property during fundraising events or during programs of a cultural or educational nature.

Illinois Public Act 99-0559 States:

Alcoholic liquors may be delivered to and sold at retail in any building owned by a public library district, provided that the delivery and sale is approved by the board of trustees of that public library district and is limited to library fundraising events or programs of a cultural or educational nature. Before the board of trustees of a public library district may approve the delivery and sale of alcoholic liquors, the board of trustees of the public library district must have a written policy that has been approved by the board of trustees of the public library district governing when and under what circumstances alcoholic liquors may be delivered to and sold at retail on property owned by that public library district. The written policy must (i) provide that no alcoholic liquor may be sold, distributed, or consumed in any area of the library accessible to the general public during the event or program, (ii) prohibit the removal of alcoholic liquor from the venue during the event, and (iii) require that steps be taken to prevent the sale or distribution of alcoholic liquor to persons under the age of 21. Any public library district that has alcoholic liquor delivered to or sold at retail on property owned by the public library district shall provide dram shop liability insurance in maximum insurance coverage limits so as to save harmless the public library districts from all financial loss, damage, or harm.

Therefore, the Lemont Public Library District Board of Trustees hereby establishes this Alcohol Policy pursuant to the following guidelines:

I. When is alcohol allowed

- A. The serving of alcohol will only be permitted at Library District events or at events that are co-sponsored by the District and another entity.
- B. The serving of alcohol will not be permitted at any event unless pre-approved by the Director, in compliance with this policy.
- C. Outside groups or individuals conducting a meeting or event at our libraries are not allowed to serve alcohol while using Library District meeting spaces.

II. Where is alcohol allowed

- A. During regular library hours, alcohol may be served at pre-approved library events held within an enclosed and controlled space, such as a meeting room or conference room. Such events may only be accessible to designated attendees, not the general public.
- B. Alcohol may also be served throughout the District facility or its grounds at pre-approved special or after-hours events so long as there is a means by which to (1) prevent access to the general public, (2) prevent alcohol from being removed from the premises by attendees, and (3) steps are taken to prevent the sale or distribution of alcohol to persons under the age of 21.

III. Who may serve alcohol

- A. All Alcohol will be served by individuals of legal drinking age who have received Beverage Alcohol Sellers Education and Training (BASSET).
- B. Alcohol may be served at pre-approved events by BASSET trained catering staff secured for such purpose by the District.
- C. Alcohol may be served at pre-approved events by any BASSET trained library staff member, Trustee or volunteer who is of legal drinking age and designated by the Director to do so.

IV. Allowable event types

- A. Approved events may include, but are not limited to, library fundraising events and cultural or educational programing for adults.

V. Liability Insurance

- A. The Illinois Liquor Control Act of 1934 [235 ILCS 5/6-21(a)] requires the Illinois Comptroller to determine each year the liability limits for causes of action brought under the Act.
- B. Per Illinois Public Act 99-0559, when serving alcohol the District must provide liability insurance with a coverage limit that saves harmless the District from all financial loss, damage, or harm under the maximum liability limits set forth in the Illinois Liquor Control Act of 1934.
- C. The District's liability insurance coverage is determined annually. The Director shall ensure that said liability insurance meets the parameters set forth in this policy before approving any programs or events where alcohol is to be served.

VI. General Rules and Restrictions

- A. All rules put forth in other District policies shall remain in effect during events where alcohol is served. This includes but is not limited to the *Room Use Policy*, the *Library Code of Conduct*, and the *Personnel Policy*.

This policy is not all-inclusive; approval of individual situations not described herein will be determined by the Library Director. Waiver of any prohibitions in this policy may be requested by written application directed to the Library Board of Trustees.