



ROOM USE FEE SCHEDULE

SPACE	HOURLY COST – TIER A	HOURLY COST – TIER B
Event Space	\$ 40 first 2 hours \$15 each additional hour	\$ 80 first 2 hours \$25 each additional hour
Learning Center	\$ 30 first 2 hours \$ 10 each additional hour	\$60 first 2 hours \$20 each additional hour
Collaboration Studio B	\$ 20 first 2 hours \$10 each additional hour	\$ 40 first 2 hours \$15 each additional hour

TIER A (Category 5) - Local businesses and other organizations operating within the Library District.

TIER B (Category 6) - All other organizations and individuals outside the Library District.

The following organizations are not subject to room use fees:

1. Library Board of Trustees and Staff for Library-related activities.
2. Government agencies and administrative boards serving the Library community.
3. Events conducted by groups in partnership with the Library.
4. Service, community, and fraternal organizations, including but not limited to the Boy Scouts, Girl Scouts, Lions, Rotary, and Veterans of Foreign Wars, whose purposes include service to the Library's community and/or support for the Library's mission.

EQUIPMENT USE FEES	COST PER USE
Connectivity to Projection Screen &/or Monitor	\$ 10 per meeting
Microphones	\$5 per meeting
Apple TV	\$5 per meeting
DVD / Blu Ray	\$5 per meeting
Laptop	\$5 per meeting
Phone Conferencing System	\$10 per meeting

The library website (lemontlibrary.org) provides booking procedures, descriptions of spaces available, and the Room Use Policy & Application.

Approved – Library Board of Trustees, June 29, 2016