Taneyhills Library Hours: Monday- Friday 200 South Fourth St. 10:00 am to 5:00 pm Branson, MO 65616

(417) 334-1418 Saturday 10:00 am to 2:00 pm

**LIBRARY POLICY**

BULLETIN BOARD: Bulletin board materials may be submitted for posting by non-profit organizations for civic, educational or cultural purposes. Limited space generally allows only short-term notices. The Library Director or Library Manager must approve all postings and may prohibit postings which do not meet Library standards. The Library staff will place and remove postings promptly. Each item should be signed and dated. The Library will not be responsible for returning items. Business advertisements are prohibited on all bulletin boards available for public use.

MEETING ROOM: The conference room is available to individuals or organized groups for meetings. Reservations must be made in advance and use of the room must be approved by the Library Director or Library Manager. The fact that a group is permitted to meet at the Library does not, in any way, constitute an endorsement of the group’s policies or beliefs by the Library staff or Board. The Library is not responsible for any equipment, supplies, material, clothing, or any other items brought to the Library by those attending a meeting. The Library does not assume any liability for groups or individuals attending a meeting. Library programming will have first priority in room use. If technical assistance is required, there is a $25.00/hr charge for use of the Stanley & Elaine Ball Tech Room. Parties renting the room may not charge admission or sell merchandise unless it is to benefit Taneyhills Library. Light refreshments may be served and shall be provided by the group. All groups, person, and organizations using the conference room shall leave it in a neat, clean, and orderly condition. Evening meetings must be supervised by a Library Board or Staff member who has the capability of closing the Library.

Any exceptions to the above policies must be approved by the Library Board.

Revised 2021