



Report to: Stratford Public Library Board
Meeting Date: December 6, 2022
From: Julia Merritt, CEO
Subject: Auditorium Rental Rates

This report is brought to the Board for decision.

The Room Rental rates were last amended in 2015. Since then, one small program room has been reallocated for another purpose and so only the Auditorium remains for rental. At the present time the Library is not renting the Auditorium to the public due to the increased demand for programming space, as well as the City requesting its use for wedding ceremonies given the inaccessibility of its own Auditorium. Staff are recommending an increase to the rates, as follows:

- Increase of \$25 per time slot for non-profit entities
- Increase of \$50 per time slot for private or commercial groups
- Increase of \$15 for rental of the microphone and speakers

Library event or co-sponsored event	Free
Non-Profit	\$75 / day; \$50/ half day or less
Private or Commercial group	\$150 / day, \$100 half day or less

Data Projector NO LONGER APPLICABLE	\$25 flat rate (full or half day)
Microphone & speakers	\$40 flat rate (full or half day)

The rates will also include a new benefit that has been negotiated by the City on the Library's behalf: renters will have access to a comprehensive liability policy which means they no longer need to provide proof of separate insurance.

Staff Recommendation

SPL staff recommend THAT the SPL Board approve the Room Rental rates as amended.