

## Meadowview Community Center General Rules, Regulations & Policy Information

### **Statement of Purpose**

The Meadowview Community Center is designed as a service facility for the entire community regardless of race, creed, religion or national origin. In addition to the medical clinic, it is intended to provide a convenient place where persons of all ages can meet in a wholesome atmosphere to enjoy social gatherings, learning, plus entertaining and/or enlightening programs.

Meadowview First, Inc. is a steering committee comprised of local representatives who will administer the use of these facilities. We intend to maintain a clean and useful building of which everyone in the community can be proud. Toward that end we offer the following restrictions, which we ask everyone to respect and follow:

### **The following are NOT allowed inside the Meadowview Community Center:**

- Animals of any kind, except for service animals assisting someone with disabilities.
- Alcoholic beverages, controlled substances or abuse of prescription or over-the-counter medications.
- Chewing gum
- Clothing that is inappropriate to wear in public, including dress that might be too revealing or include offensive language or art. Shoes, shirts and, of course, pants, shorts, skirts or dresses must be worn for any and all events in the community center.
- Firearms or any devices generally considered to be weapons, including knives with blades longer than 5 inches, unless used in a pre-approved display for educational or historic purposes.

An exception is made for law enforcement officers on duty.

- **Food or beverages around computers or other electronic devices.**
- Graffiti or any form of marking or carving on facility walls, ceilings, furnishings or decorations.
- Use of nails, tacks, staples, glue, tape or other means to attach balloons, streamers or posters to walls, ceilings or furnishings.
- Profanity or otherwise offensive language, inappropriate behavior, carousing, horseplay, fighting, overtly sexual or otherwise indecent acts.
- **ANY act which defaces the property or potentially compromises the health and safety, causes harm, discomfort or insult to any patron or in any way lessens the ability of someone else to enjoy use of these facilities.**

NOTE: Vandalism, theft or the use of illegal substances are crimes and violators will be prosecuted.

### **Children:**

Youth under the age of 13, not in a supervised activity, must have adult supervision. Parents are responsible for their child(ren) at all times. The Meadowview Community Center staff reserves the right to discipline any child(ren) and approach the parents if there is a problem.

School aged children are not allowed in the facility during school hours unless attending a supervised activity.

### **Valuables**

Proper caution and care should be maintained with regard to personal valuables. Neither the Meadowview Community Center staff nor Meadowview First, Inc. is responsible for lost, stolen or misplaced articles.

### **Rental**

All facilities will be made available on a first come, first served basis.

Regularly scheduled programs generally take priority over rentals.

Persons or groups may rent portions of the facility. A rental fee is required of private parties and is payable at the time a reservation is made. Payment may be in cash or check. We do not accept credit or debit cards. Refunds will be made in the event cancellation is made at least two weeks prior to the date scheduled.

Civic or charitable organizations are not required to pay a rental fee.

Anyone using the kitchen: however, is required to **pay a \$35.00 fee/deposit, \$25.00 of which will be refunded** if the kitchen is left clean and no utensils, appliances, or dinnerware must be replaced, **and there is no damage to furnishings or carpets.**

Trash bags, vacuum cleaner and other cleaning supplies are provided.

Events held as fund-raisers must have prior approval of the Meadowview First, Inc. Board of Directors. The board currently meets the last Tuesday of each month, but meeting dates are subject to change, so be sure to make those requests well ahead of the date you are requesting use of the facility.

### **RENTAL FEES:**

**These rates apply to either the front meeting area or the conference room:**

**\$10.00 per hour**

**\$25.00 for 4 hours**

**\$50.00 for 8-10 hours**

**Anyone wishing to use the computer facilities for teaching should schedule use of those facilities through Sally Garrett with Highlands Education Literacy Program (HELP).**

**A fee of \$10.00 per hour is recommended.**