M.N. Spear Memorial Library

10 Cooleyville Road

Shutesbury, MA 01072

Policy on use of the M.N. Spear Memorial Library by outside groups for fundraising purposes.

* Shutesbury non-profit organizations (501 (C)(3) serving children may request to use the library for fundraising.
* The organization must be represented by a small group of no more than two to three children who must be accompanied by an adult.
* One-week advance notice and approval of the library director required.
* The non-profit organization is responsible for advertising.
* No products or materials may be displayed for sale in the library outside of the organization’s scheduled time-slot or sold by library staff.
* Only passive sales permitted.
* Total non-profit fundraising is limited to one two-hour block of time each calendar month.
* Groups with discriminatory policies are prohibited from participation.

Approved by the Trustees of the M.N. Spear Memorial Library, January 9, 2017