Use of Library Space for Outside Fundraising

The Sunderland Public Library is a public resource and a vital and active gathering point for members of the community. Fundraisers for the Sunderland Public Library are given priority in the library space, and then space is made available to other community based non-profit fundraisers on a first-come, first-served basis. Groups wishing to use Library space in order to conduct raffles or other fundraising activities must adhere to the following policy.

I.   Only Sunderland civic groups can use the Library to conduct raffles or other fundraising activities. Sunderland civic groups are defined as groups directly connected to the Sunderland town government, or that are directly and exclusively associated with the Sunderland community (e.g. the Sunderland Woman's Club, the Sunderland Girl Scouts, and the Swampfield Historical Society).

II.   The Sunderland Public Library Board of Trustees will be the arbiter of what constitutes a "civic group" for purposes of this policy.

III.   All requests to use the Sunderland Public Library for fundraising activities and raffles are subject to the approval of the Board of Trustees. Those requesting use of library space should be aware that the Board meets in public session monthly, and that the meeting dates and times are posted at Town Hall.

IV.   The Sunderland Public Library will limit the number of fundraising activities (including raffles and collection jars) as follows:
   a.   No more than two collection jars will be displayed on the counter at any one time.
   b.   No more than two raffles will be held on Library premises at any one time.
   c.   Preference for fundraising activities will be on a first-come, first-served basis.

V.   In the event that the requests for the use of Library space for fundraising activities exceeds the limits outlined in IV, fundraising groups will be limited to the following:
   a.   Two weeks for collection jars.
   b.   Three weeks for raffles.

VI.   In the event that only one or two authorized groups wish to use the Library for fundraising activities, those activities will not be limited. However, if additional requests are received, the time limits outlined in V will be imposed, starting at the time of the new request.