

## Section: Library Facilities

### Lib-03-001

#### Section: Library Facilities

#### Title: General Information

Approval Signature: \_\_\_\_\_  
\_\_\_\_\_, Chair, Tofield Library Board  
Latest Revised Date: \_\_\_\_\_

1. Insurance on the Library contents, including materials owned and not owned by the library, equipment, furnishings, and all fixtures is carried under the Town of Tofield policy. The Library Board does have supplemental collection insurance.
2. Liability insurance is carried under the Town of Tofield policy at no cost to the library.
3. All costs for electricity, water, natural gas, garbage disposal, and janitorial service for the library's portion of the building are paid by the Town of Tofield.
4. The library's portion of the building is 225 m<sup>2</sup> (meters square) as defined by everything beyond the doors, workroom, etc.
5. The portion of the library used for public library purposes is open to any member of the public free of charge when the library is open.
6. Washrooms are in the centre alley of the Tofield Municipal Library and may be used by patrons during Library hours.
7. There is only unreserved, on-street parking for patrons.