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## Library Board Report

To: Newmarket Public Library Board  
From: Tracy Munusami, CEO  
Date: November 19, 2025  
RE: Revised Room Rental Policy

### **Key Issue:**

Policy review – update to Library’s Room Rental Policy, and revised room rental rates.

### **Recommendation:**

**That** the Library Board approve the revisions to the Room Rental Policy and room rental rates as presented.

### **Strategic Implications**

This policy aligns with the Library’s strategic action area of Ensuring Welcoming and Accessible Places and Spaces where the community can connect in fun and engaging ways.

### **Background:**

The Room Rental Policy was reviewed to reflect current terminology and practices.

Rental rates, last adjusted on January 1, 2023, were reassessed in accordance with the September 2017 Board motion delegating authority to set fees in line with inflation. The proposed rates incorporate cost-of-living adjustments and will help bring rates more in line with comparable providers. If approved, changes would take effect January 1, 2025.

### **Financial Implications**

Minimal projected increase to self-generating revenues.