

POLICY: THE BRAM & BLUMA APPEL SALON RENTAL

SECTION: II – General Policies – Miscellaneous

MOTION#/DATE: 09 – – September 21, 2009

1. Authority under the Public Libraries Act

The *Public Libraries Act* (R.S.O. 1990, Chapter P. 44) of the Province of Ontario authorizes public library boards to make rules regulating all matters connected with the management of the library and library property [s.23(4)] and authorizes a board to impose such fees as it considers proper for the use of parts of a building that are not being used for public library purposes” [s.23(3)(b)].

2. Purpose

2.1 The Bram & Bluma Appel Salon’s mandate is to:

- provide a large, central public space through which the Library can deliver accessible and rich cultural and literary programming and events that encourage civic discourse and community engagement;
- generate revenue through private rentals to support the Salon’s operation and provide re-investment funds for the Toronto Reference Library.

2.2 Priority of use for The Bram & Bluma Appel Salon is as follows:

- Toronto Public Library and Toronto Public Library Foundation will have priority for use of the Salon, but such access must be balanced with revenue generating rentals;
- Eligibility and cost to the user is determined by both the client and type of event. The following categories are considered for Appel Salon events:
 1. TYPE I: Toronto Public Library programming and strategic partnerships and the Toronto Public Library Foundation;
 2. TYPE II: Private/commercial users;
 3. TYPE III: Discounted: registered charitable organizations; incorporated non-profit organizations; and City of Toronto corporate events.

3. Fees

- 3.1 There are two categories of fees for use of the Salon:
- Private/commercial (for TYPE II users);
 - Discounted: registered charitable organizations; incorporated non-profit organizations; and, City of Toronto corporate events (for TYPE III users);
- 3.2 The fees for use of the Salon are set out in Appendix 1;
- 3.3 The schedule of fees in Appendix 1 will be reviewed regularly.

4. Conditions of Use

- 4.1 Permission to use these facilities does not imply any endorsement of the aims, policies or activities of any group or individual.
- 4.2 All meetings and events must be conducted in a manner consistent with the Board's *Rules of Conduct*, and according to the *Terms and Conditions for the Use of The Bram & Bluma Appel Salon*, as may be amended from time-to-time.
- 4.3 Library staff must have access to facilities at all times and may attend free of charge any event, meeting or course held on Library premises for the purpose of auditing or reviewing compliance with Board policies.

5. Denial of Use

- 5.1 The Library reserves the right to deny or cancel a booking as may be determined by the following statements:
- use will be denied for a purpose or action that, in the Library's opinion, is contrary to the law or any of the Library's policies;
 - use will be denied when there is deemed to be a misrepresentation, a likelihood of physical hazard to participants or audiences or a misuse of premises or equipment. Past misuse or non-payment of fees is sufficient grounds for denial of an application;
 - use will be denied to clubs, groups and organizations intending to establish the Library as a permanent location for their activities;
 - use will be denied where the primary purpose of the event is gaming/games of chance.

Related Policy: Auditorium, Meeting Room and Theatre Rental

Appendix 1

Private/Commercial Rental Fees Schedule (Type II users)

SEPTEMBER 15TH - OCTOBER 31ST

Day Use	Access	Epic Hall + Prologue	Novella Room	Full Salon
Mon - Wed.	8:00am-4:00pm	\$ 1,400.00	\$ 600.00	\$ 1,700.00
Thurs - Sun	8:00am-3:00pm	\$ 1,600.00	\$ 600.00	\$ 1,900.00
Holiday	8:00am-4:00pm	\$ 2,700.00	\$ 1,080.00	\$ 3,240.00
Evening Use				
Mon-Wed	4:00pm-1:00am	\$ 2,100.00	\$ 750.00	\$ 2,475.00
Thurs-Sat	3:00pm-1:00am	\$ 2,500.00	\$ 750.00	\$ 2,875.00
Sunday	3:00pm-1:00am	\$ 2,000.00	\$ 750.00	\$ 2,100.00
Holiday	4:00pm-12:00am	\$ 4,500.00	\$ 1,350.00	\$ 5,175.00

NOVEMBER & DECEMBER

Day Use	Access	Epic Hall + Prologue	Novella Room	Full Salon
Mon & Tues	8:00am-4:00pm	\$ 1,700.00	\$ 600.00	\$ 2,000.00
Wed - Sun	8:00am-3:00pm	\$ 1,900.00	\$ 600.00	\$ 2,200.00
Holiday	8:00am-4:00pm	\$ 3,500.00	\$ 1,080.00	\$ 4,040.00
Evening Use				
Mon & Tues	4:00pm-1:00am	\$ 2,700.00	\$ 750.00	\$ 3,075.00
Wed - Sat	3:00pm-1:00am	\$ 3,100.00	\$ 750.00	\$ 3,475.00
Sunday	3:00pm-1:00am	\$ 2,600.00	\$ 750.00	\$ 2,975.00
Holiday	4:00pm-12:00am	\$ 5,700.00	\$ 1,350.00	\$ 6,375.00

JANUARY - MAY 14TH

Day Use	Access	Epic Hall + Prologue	Novella Room	Full Salon
Mon - Wed	8:00am-4:00pm	\$ 1,400.00	\$ 600.00	\$ 1,700.00
Thurs & Fri	8:00am-3:00pm	\$ 1,600.00	\$ 600.00	\$ 1,900.00
Sat & Sun	8:00am-3:00pm	\$ 1,400.00	\$ 600.00	\$ 1,700.00
Holiday	8:00am-4:00pm	\$ 2,700.00	\$ 1,080.00	\$ 3,240.00
Evening Use				
Mon - Wed	4:00pm-1:00am	\$ 2,100.00	\$ 750.00	\$ 2,475.00
Thurs - Sat	3:00pm-1:00am	\$ 2,500.00	\$ 750.00	\$ 2,875.00
Sunday	3:00pm-1:00am	\$ 2,000.00	\$ 750.00	\$ 2,375.00
Holiday	4:00pm-12:00am	\$ 4,500.00	\$ 1,350.00	\$ 5,175.00

MAY 15TH - SEPTEMBER 14TH

Day Use	Access	Epic Hall + Prologue	Novella Room	Full Salon
Mon - Wed	8:00am-4:00pm	\$ 1,400.00	\$ 600.00	\$ 1,700.00
Thurs & Fri	8:00am-3:00pm	\$ 1,600.00	\$ 600.00	\$ 1,900.00
Saturday	8:00am-3:00pm	\$ 1,900.00	\$ 600.00	\$ 2,200.00
Sunday	8:00am-3:00pm	\$ 1,700.00	\$ 600.00	\$ 2,000.00
Holiday	8:00am-4:00pm	\$ 3,500.00	\$ 1,080.00	\$ 4,040.00

Evening Use				
Mon - Wed	4:00pm-1:00am	\$ 2,100.00	\$ 750.00	\$ 2,475.00
Thurs & Fri	3:00pm-1:00am	\$ 2,700.00	\$ 750.00	\$ 3,075.00
Saturday	3:00pm-1:00am	\$ 3,100.00	\$ 750.00	\$ 3,475.00
Sunday	3:00pm-1:00am	\$ 2,600.00	\$ 750.00	\$ 2,975.00
Holiday	4:00pm-12:00am	\$ 5,700.00	\$ 1,350.00	\$ 6,375.00

Fees include use of the Salon's inventory of table and chairs

**Extended access will be granted as needed and is subject to an hourly rate consistent
with room rental + additional labour costs**

Additional charges apply for audio visual equipment, services and technical support

The outdoor terraces must be closed by 11:00pm daily.

Novella Room is available for short-term 4 hour rentals at a fee of \$450.00

Discounted Fee Schedule: Registered Charitable Organizations; Incorporated Non-Profit Organizations and City of Toronto Corporate Events (Type III Users)

SEPTEMBER 15TH - OCTOBER 31ST

Day Use	Access	Epic Hall & Prologue	Novella Room	Full Salon
Mon - Wed.	8:00am-4:00pm	\$ 900.00	\$ 300.00	\$ 900.00
Thurs - Sun	8:00am-3:00pm	\$ 900.00	\$ 300.00	\$ 950.00
Holiday	8:00am-4:00pm	\$ 1,350.00	\$ 540.00	\$ 1,620.00
Evening Use				
Mon-Wed	4:00pm-1:00am	\$ 1,050.00	\$ 375.00	\$ 1,237.50
Thurs-Sat	3:00pm-1:00am	\$ 1,250.00	\$ 375.00	\$ 1,437.50
Sunday	3:00pm-1:00am	\$ 1,000.00	\$ 375.00	\$ 1,050.00
Holiday	4:00pm-12:00am	\$ 2,250.00	\$ 675.00	\$ 2,587.50

NOVEMBER & DECEMBER

Day Use	Access	Epic Hall & Prologue	Novella Room	Full Salon
Mon & Tues	8:00am-4:00pm	\$ 900.00	\$ 300.00	\$ 1,000.00
Wed - Sun	8:00am-3:00pm	\$ 950.00	\$ 300.00	\$ 1,100.00
Holiday	8:00am-4:00pm	\$ 1,750.00	\$ 540.00	\$ 2,020.00
Evening Use				
Mon & Tues	4:00pm-1:00am	\$ 1,350.00	\$ 375.00	\$ 1,537.50
Wed - Sat	3:00pm-1:00am	\$ 1,550.00	\$ 375.00	\$ 1,737.50
Sunday	3:00pm-1:00am	\$ 1,300.00	\$ 375.00	\$ 1,487.50
Holiday	4:00pm-12:00am	\$ 2,850.00	\$ 675.00	\$ 3,187.50

JANUARY - MAY 14TH

Day Use	Access	Epic Hall & Prologue	Novella Room	Full Salon
Mon - Wed	8:00am-4:00pm	\$ 900.00	\$ 300.00	\$ 900.00
Thurs & Fri.	8:00am-3:00pm	\$ 900.00	\$ 300.00	\$ 950.00
Sat. & Sun.	8:00am-3:00pm	\$ 900.00	\$ 300.00	\$ 900.00
Holiday & New Year's Eve	8:00am-4:00pm	\$ 1,350.00	\$ 540.00	\$ 1,620.00
Evening Use				
Mon - Wed	4:00pm-1:00am	\$ 1,050.00	\$ 375.00	\$ 1,237.50
Thurs - Sat	3:00pm-1:00am	\$ 1,250.00	\$ 375.00	\$ 1,437.50
Sunday	3:00pm-1:00am	\$ 1,000.00	\$ 375.00	\$ 1,187.50
Holiday	4:00pm-12:00am	\$ 2,250.00	\$ 675.00	\$ 2,587.50

MAY 15TH - SEPTEMBER 14TH

Day Use	Access	Epic Hall & Prologue	Novella Room	Full Salon
Mon - Wed	8:00am-4:00pm	\$ 900.00	\$ 300.00	\$ 900.00
Thurs & Fri	8:00am-3:00pm	\$ 900.00	\$ 300.00	\$ 950.00
Saturday	8:00am-3:00pm	\$ 950.00	\$ 300.00	\$ 1,100.00

Sunday	8:00am-3:00pm	\$ 900.00	\$ 300.00	\$ 1,000.00
Holiday	8:00am-4:00pm	\$ 1,750.00	\$ 540.00	\$ 2,020.00
Evening Use				
Mon - Wed	4:00pm-1:00am	\$ 1,050.00	\$ 375.00	\$ 1,237.50
Thurs & Fri	3:00pm-1:00am	\$ 1,350.00	\$ 375.00	\$ 1,537.50
Saturday	3:00pm-1:00am	\$ 1,550.00	\$ 375.00	\$ 1,737.50
Sunday	3:00pm-1:00am	\$ 1,300.00	\$ 375.00	\$ 1,487.50
Holiday	4:00pm-12:00am	\$ 2,850.00	\$ 675.00	\$ 3,187.50

Fees include use of the Salon's inventory of table and chairs

**Extended access will be granted as needed and is subject to an hourly rate consistent
with room rental + additional labour costs**

Additional charges apply for audio visual equipment, services and technical support

The outdoor terraces must be closed by 11:00pm daily.

Novella Room is available for short-term 4 hour rentals at a fee of \$225.00