

SUBSTANCE ABUSE IN THE WORKPLACE

September 2003, September 2017

REVISED September 2018

Policy to Allow Alcoholic Beverages to be Served in the Library at Non-Library Events

Outside organizations, groups or individuals wishing to serve alcoholic beverages at events within the Library or on its grounds must obtain the approval of the Yonkers Public Library Board of Trustees. The service of alcohol in the Library is limited to fundraising events or programs of a cultural, civic or educational nature which are by invitation only and not open to the general public. Requests for approval must be submitted in writing at least 30 days prior to the event. In the request, the sponsoring organization, group and/or individual must specify what types of alcoholic beverages will be served and in what manner (bartender, self-serve, etc.), the purpose of the event and what arrangements they will make to assure that there is no misuse, abuse or overuse of the beverages. Requests should be sent to the Office of the Director. Such requests may be denied or approved at the sole discretion of the Yonkers Public Library Board of Trustees.

To the extent permits and/or licenses are required by law, the sponsoring organization, group and/or individual must obtain any such permits and/or licenses for the service and consumption of alcohol at the event as well as ensure compliance with any and all laws regarding the service and consumption of alcohol at the event. The Library may also require the sponsoring organization, group and/or individual to obtain general liability insurance, through a carrier and in amounts acceptable to the Library, reflecting the Library as an additional insured thereunder for the use of the Library's facilities and the service and consumption of alcohol thereon. The sponsoring organization, group and/or individual must also agree to indemnify, defend and hold the Library harmless from any claims, liabilities, suits, proceedings and actions, in any way related to the service and/or consumption of alcohol at the event.

The sponsoring organization, group and/or individual must supply the alcoholic beverages (i.e., no BYOB) and be responsible to make sure that no alcohol is served to anyone under the age of 21 or to anyone not invited to the event. The sponsoring organization, group and/or individual must provide oversight of the area. Attendees are prohibited from bringing outside alcoholic beverages to the event. The sponsoring organization must also ensure that all alcoholic beverages are consumed only in areas approved by the Library and that all beverages are removed from the Library premises at the conclusion of the event.

The Yonkers Public Library Board of Trustees reserves the right to withdraw its permission to serve alcoholic beverages at any time.

All other Library Policies shall apply to the use of Library property/facilities and must be adhered to by the sponsoring organization, group and/or individual. In any provision of this Policy conflicts with any provisions of federal state or local laws, the provisions of such laws shall prevail.

Approved by YPL Board of Trustees – 9/20/18