

Main Building Policy

All committees must have events scheduled prior to April 1st and the scheduling of rooms are as follows:

- A. The Social Committee has first priority over the Dining Room and Bingo Hall
- B. The Adult Lounge Committee has first priority over the Adult Lounge
- C. The Teen Committee has first priority over the Teen Rec Center
- D. The Youth Committee has first priority over the Youth Room

1. If the room are not scheduled by a committee, then they become available to the membership on a first come basis. Any member signing out a room will be responsible for any damages and conduct of his/her guests. A member in good standing is a lease holder with all dues, assessments and fees being current. The rooms must be signed out by completing the form available at the office or security. The rooms shall be inspected before and after use by security, committee liaison or committee chairperson with damage and cleanliness noted.

- a) Signer has control of the room, but **CAN NOT** refuse access to another MCA member, as the building is common ground
- b) All committee policies, established by each committee and Board of Directors, will be posted in their respective room and followed.
- c) Security instructions must be followed

2. **The Laundry Room** will be open 24/7, in season, except during camp holiday weekends, i.e., Memorial Day, 4th of July, Labor Day. On a camp holiday weekend, the Laundry Room will be closed at 9 AM Friday and re-opened at 4:00 PM Monday.

3. **Teen Rec** will be open from noon until 11:00 PM daily. Security, the committee Chairperson or Committee Liaison can open the room and at any time may revoke the privileges of its use. All children are welcome to use the room until 6:00 PM. After 6PM, the room will be limited to children ages 13-20. A member in good standing may sign the room by completing a responsibility form. No smoking or alcoholic beverages are permitted in the Teen Rec Room.

4. **The Youth Room** will be open at the discretion of the Youth Committee. Security, the Committee Chairperson or Committee Liaison can open the room and at any time may revoke the privileges of its use. A member in good standing may sign out the room by completing a responsibility form. No smoking or alcoholic beverages are permitted in the Youth Room.

5. **The Adult Lounge** will be available year round. The door must be opened by Security, committee Chairperson or Committee Liaison and at any time the privileges of its use may be revoked.

- a) There is no fee for the use of the Adult Lounge. However, a 25.00 fee is in effect if heat is to be used.
- b) Only a dues paying member in good standing may sign out the Adult Lounge
- c) Guests 18 years of age and over may be permitted in the adult Lounge only when accompanied by a member. The member must provide constant supervision.

6. **The Camp Store** is available for a seasonal rental by a lease approved by the Board of Directors.

7. **The Dining Room**, when available, may be rented year round. The Dining Room will be open daily, in season, subject to store hours. A member in **good standing** may sign out the room by completing a responsibility form. Misconduct may revoke the privileges of its use.

- a) There is a \$75.00 FOR USE OF THE Dining Room, with \$25.00 being refundable if the building is cleaned and there is no damage after use. The fees and deposit must be paid with two separate checks. There is an additional \$25.00 fee if heat is used. *per BOD Motion 120515-04*
- b) Proper I.D.'s. must be presented at time of rental

8. **The Bingo Hall** may be rented. Applicable fees apply. **A member in good standing** may sign out the room by completing a responsibility form. Misconduct may revoke the privileges of its use.

- a) There is a \$75.00 fee for the use of the Bingo Hall, with \$25.00 being refundable if the building is cleaned and there is no damage after use. The fee and deposit must be paid with two separate checks. There is an additional \$25.00 fee if heat is used. *per BOD Motion 120515-04*
- b) Proper I.D.'s must be presented at time of rental.

MAIN BUILDING RESPONSIBILITY FORM

I have received and agree to all terms in the Main Building Policy and any committee policy that may apply. I also agree to take full responsibility for any and all damages done by me and/or any of my guests while the room. All buildings must be vacated by 12AM, proper I.D. must be presented at time of rental.

Member: _____ **Lot Number:** _____

Date: ____/____/____ **Time:** ____:____

Room Being Used : _____ **Condition:** _____

Room Opened/Inspected by: _____ **Title:** _____

COMMENTS: OPENING

Room Closed/Inspected By: _____ **Title:** _____

COMMENTS: CLOSING
