

Fee Schedule

	Room	Primary use	Capacity	Public Meeting Schedule Open hours	Non-Public Meeting Schedule				
Tier One									
	Price Room	Tutoring	5	Not available	Not available				
	Green Room	Meeting	6	Free	\$20/hr., 2 hr. min. open hours only				
	Vincent Room	Meeting	16	Free	\$20/hr., 2 hr. min. open hours only				
	Henkel Room	Collaboration	6	Free	Not available				
	Booras Room	Meeting	8	Free	\$20/hr., 2 hr. min. open hours only				
	Eppes Room	Meeting	8	Free	\$20/hr., 2 hr. min. open hours only				
	Huntress Auditorium	Theater	75	Free	\$20/hr., 2 hr. min. open hours only				
	Kay Fox Room	Meeting	25	Free	\$20/hr., 2 hr. min. open hours only				
	Masiello Classroom	Classroom	12	Free	\$20/hr., 2 hr. min. open hours only				
Tier Two									
	Putnam Atrium	Gathering	Est 100		Available when the Library is closed, upon special request and determined by event specifics. \$100 minimum				
	Gallup-Minard Courtyard	Gathering	Est 50						
Tier Three									
	Cohen Hall	Multipurpose	200	Fees charged for rental of these event spaces are based on a minimum of \$100 for 3 hours and \$35 for each additional hour or part of an hour that the event is open. Set up and take down time are billed at \$20 an hour. Events held in these larger spaces are subject to a minimum \$50 maintenance fee and are required to carry indemnity insurance in the amount of \$1,000,000 naming the City of Keene as an additional insured. Events with expected attendance of over 20 individuals may necessitate additional staff presence as determined by the library. Exact fees will be determined based on the parameters of the event.					
	Heberton Hall	Multipurpose	240						
Additional Space									
	Kitchen	Food Prep		\$25 per event	\$25 per event				