



MONTGOMERY VILLAGE FOUNDATION, INC.

10120 APPLE RIDGE ROAD
MONTGOMERY VILLAGE, MARYLAND 20886-1000

(301) 948-0110 FAX (301) 990-7071 www.montgomeryvillage.com

MONTGOMERY VILLAGE COMMUNITY CENTER USE POLICY

This policy has been established by the Montgomery Village Foundation Board of Directors to better serve all residents and ensure supervised quality programs.

1. All activities scheduled in Montgomery Village Foundation Community Centers shall come under the supervision of the Montgomery Village Foundation Department of Recreation, Parks and Culture and rules established by that department shall be in effect at all times.
2. Community Centers shall be open for Montgomery Village Foundation general recreation activities (informal and organized programs) for as many hours during the residents' leisure as the budget will permit. These activities will have first priority in scheduling, and times for specific age group use may be designated.
3. All classes conducted in MVF facilities shall be under the supervision, control or sponsorship of the Montgomery Village Foundation Department of Recreation, Parks and Culture, which shall determine what, if any, fees shall be charged. The Department may determine the need for services of a non-Foundation organization or other entity, profit or non-profit, and enter into such agreements as may be required for such services.
4. Nonprofit organizations of a religious, service, educational, political or similar nature, designed to serve primarily Village residents and comprised of a membership or enrollment of more than 50% designated users *, shall be permitted use of facilities for meetings, social and fund raising activities as scheduling permits, according to the following conditions:
 - a. They must pay the appropriate "Village Organization" for the number of hours the facility is used;
 - b. They must use facilities only during the time designated by the MVF;
 - c. They must follow all MVF facility use policies, or be subject to cancellation of user privileges;
 - d. All youth groups (age 18 and under) meeting these conditions are permitted to use the North Creek, Stedwick and Whetstone Community Centers free of charge. Such groups must be supervised by adults over the age of 21.
5. Nonprofit organizations of a religious, service, educational, political or similar nature, with Village resident members and comprised of a membership or enrollment of less than 50% designated users* that serve Village residents among others in the greater community, shall be considered "Community Non-Profit Organizations" and are permitted use of facilities for meetings, social and fund raising activities as scheduling permits, according to the following conditions:
 - a. They must pay the appropriate fee for "Community Non-profit Organizations" or "Other Youth organizations" for the number of hours the facility is used;
 - b. They must use facilities only during the time designated by the MVF;
 - c. They must follow all MVF facility use policies, or be subject to cancellation of user privileges;
 - d. All youth groups (age 18 and under) meeting these conditions are permitted to use the North Creek, Stedwick and Whetstone Community Centers free of charge. Such groups must be supervised by adults over the age of 21.
6. Fees for use of Montgomery Village Foundation Community Centers are established based on operating costs and reflected in the Schedule of Community Center Use Fees according to the following use categories:
 - North Creek, Stedwick and Whetstone
 - Recognized Village Youth Organizations are free.
 - Other Youth organizations
 - Montgomery Village Adult Organizations
 - Community Non-Profit Organizations
 - Business/Commercial

Lake Marion
Recognized Village Youth Organization
Other Youth Organizations
Montgomery Village Adult Organizations
Non-Profit Organizations
Business/Commercial

7. The Stedwick and Whetstone Community Centers may not be used for private parties, unless the event is under the sponsorship or authorization of the Montgomery Village Foundation. North Creek Community Center and Lake Marion may be rented for private parties under the terms and conditions established in the policy and procedures for Private Use.
8. Use of Community Centers by businesses or corporations for training , social activities, or business meetings will be permitted under such terms and conditions as may have been agreed to or contracted for by and between such parties and the Montgomery Village Foundation Department of Recreation, Parks and Culture; all in accordance with MVF policies.
Fees for rental of any community center by businesses or corporations are based on the type of facility and number of hours rented.
9. Use of Community Centers by individuals for profit is prohibited, except in connection with Foundation sponsored programs and activities, under such terms and conditions as may have been agreed to or contracted for by and between such parties and the Montgomery Village Foundation Department of Recreation, Parks and Culture; all in accordance with policies and guidelines which may be promulgated from time to time by the Board of Directors of the Foundation.
10. No alcoholic beverages shall be permitted on the premises at any time without prior approval in writing being first obtained from authorized Montgomery Village Foundation personnel. Permission shall not be given to Village organizations (as defined in item #4 of the Montgomery Village Community Center Use Policy for North Creek, Stedwick, Whetstone and Lake Marion Community Centers) unless the request for approval states that all attendees will be of legal drinking age. Violators shall be considered trespassers.
11. Use of Community Centers shall be denied any group where the program or use is either:
 - a. unlawful
 - b. disorderly
 - c. of a nature to invite others to disorder
 - d. otherwise determined to be an unsuitable activity in the discretion of the Board of Directors to the Montgomery Village Foundation, Inc.
11. Homes corporations or condominiums in Montgomery Village whose members consist of 50% or more designated users, or who are under MVF management, are eligible to use community center meeting rooms for monthly board meetings and annual meetings at no fee. Associations whose members consist of less than 50% designated users and are not under MVF management will be charged a fee of \$25 per meeting for use of community center meeting rooms.”

** Designated Users include any resident of Whetstone, Stedwick, Maryland Place, Northgate, Patton Ridge, Middle Village (only Clubside), North Village, East Village, South Village (only Nathan’s Hill, Millrace, Dockside, Grover’s Forge and The Hamptons), Poplar Spring and Eastgate.*

Revised and approved by MVF Board of Directors 1/25/07

Revised to include the Schedule of Community Center Use Fees and approved by the MVF Board of Directors 1/23/2014

Revised and approved by MVF Board of Directors 1/28/2016



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MONTGOMERY VILLAGE COMMUNITY CENTER USE POLICY

Schedule of Community Center Use Fees for use scheduled after March 1, 2014

For permitted use per the Montgomery Village Community Center Use Policy

North Creek, Whetstone & Stedwick	Use Fees as of 3/1/2014
Recognized Montgomery Village Youth Organization	Free
Other Youth Organizations	\$22 per hour
Montgomery Village Adult Organizations	\$25 per hour
Community Non-Profit Organizations	\$30 per hour
Business/Commercial	\$75 per hour or \$100 per hour
Lake Marion	
Recognized Village Youth Organization- Activity Room	\$18 per hour
Recognized Village Youth Organization - Gym	\$22 per hour
Other Youth Organizations-Activity Room	\$22 per hour
Other Youth Organizations- Gyms	\$25 per hour
Montgomery Village Adult Organizations	\$25 per hour
Community Non-Profit Organizations-Activity Room	\$30 per hour
Community Non-Profit Organizations-Gym	\$40 per hour
Business/Commercial Activity Room	\$75 per hour or \$100/hour
Business/Commercial Gym	\$100 per hour or \$125/hour

Revised Montgomery Village Community Center Use Policy to include the Schedule of Community Center Use Fees approved by the MVF Board of Directors 1/23/2014

Revised and approved by MVF Board of Directors 1/28/2016