

Room B Door Room B Door

Room A Door

White Board

White Board




Garden Door

Windows

Garden Door

Children's Room Door

Key: Stack of three chairs = large circle 

For an emergency call 911
Address: South Coastal Library, 43 Kent Avenue, Bethany Beach, DE 19930

Meeting Room Notice:

Thanks for using our Meeting Room. We hope to see you again soon! Please remember to:

- Return the room to it's original setup per the diagram. Does it look like this? (6 tables per side, 2 chairs at each table). *Please keep tables and chairs clear of folding room divider.* Place extra chairs in stacked sets of three along solid walls, not along windows or folding wall. (24 chairs total)
- Return extra chairs/tables to the storage closet. (no more than 10 chairs per sled)
- Turn off the projector. Return HDMI and other library equipment to storage room.
- Fill out an attendance slip and give to library staff OR put in sealed envelope in book drop.



If the library is closed:

- Are the lights turned off in the meeting room, restrooms and lobby?
- Are all doors fully closed and exterior doors locked?
- Is the attendance slip along with key fob placed in sealed envelope and returned through book drop?
If the door fob/key is not returned to the library — A \$10.00 replacement fee will be charged to the group.
The group will be also restricted to meeting room use during library hours only.

Security System Arms at 10 PM
Parking Lot Lights Go Out at 10:15 PM

