



ALCOHOLIC BEVERAGES POLICY

Introduction

The Alcoholic Beverages Policy (Policy) is adopted pursuant to the Illinois Liquor Control Act of 1934, ILCS 5/1 *et. seq.* (Act), to allow the delivery and sale of alcoholic liquors at any building owned by the Glencoe Public Library (Library) during fundraising events or programs of a cultural or educational nature, with advance approval by the Executive Director. The Act authorizes the delivery and sale of alcoholic liquor in any building owned by the Library in accordance with this Policy. This Policy governs when and under what circumstances alcoholic liquor may be delivered to and sold at retail in any library building. All library rules and regulations shall remain in effect at all times.

Application

Serving alcoholic beverages at any event must be approved in advance in writing by the Executive Director. The Executive Director is authorized to approve requests for delivery and sale of alcoholic liquor that conform to the requirements of this Policy. Persons or entities interested in serving alcoholic liquor at an event or program (Applicant) shall submit a request in form to be provided by the Library (see attached Application).

Terms and Conditions

The following regulations apply to the delivery and sale of alcoholic beverages in any library building:

- A. The delivery and sale of alcoholic beverages in any library building is limited to library fundraising events or programs of a cultural or educational nature sponsored by the Library.
- B. The Library reserves the right for its staff, contractors, and representatives to refuse the distribution or sale of alcoholic liquor to any guest who appears to be intoxicated, inebriated or impaired.
- C. The delivery or sale of alcoholic liquor to persons who appear to be intoxicated, inebriated or impaired is prohibited.
- D. The delivery, sale and consumption of alcoholic liquor must take place in a restricted area in the library building that is inaccessible to the general public during the event or program.
- E. Alcoholic liquor shall not be removed from the restricted area.
- F. The delivery or sale of alcoholic liquor to persons under the age of 21 is prohibited.
- G. Attendees are prohibited from bringing outside beverages to the event or program.

- H. Library staff may not serve or deliver alcoholic liquor.
- I. All persons or entities interested in serving alcoholic beverages at event or program shall comply with applicable local laws and ordinances to obtain applicable permits and licenses.

Liability Insurance

Any Applicant authorized to serve or sell alcoholic liquors at events held in any library building must (i) release and waive any claims against, and indemnify and hold harmless, the Glencoe Public Library, its Board of Trustees, and the Village of Glencoe and its officials for any and all liability which may arise from the use of the premises, and (ii) maintain dram shop liability insurance so as to hold harmless the Library for all financial loss, damage or harm.

Underage Enforcement

To prevent underage drinking, the Applicant will check acceptable forms of identification including, but not limited to, the following: a valid current driver’s license or photo ID card issued by the Illinois Secretary of State’s Office or any other State; a valid Armed Forces ID; a valid U.S. passport or foreign passport (with U.S. travel visa) containing the holder’s photograph; or other appropriate forms of identification acceptable under the Illinois Liquor Control Act.

Compliance with Laws, including State and Local Licensing Laws

If any provision of this Policy conflicts with any provision of the Act, the provisions of the Act shall prevail. The Applicant must comply with all federal, state, and local laws, and obtain any required state or local liquor licenses.

Adopted	November 20, 2018
Reviewed	
Revised	February 17, 2021