

# **WARREN COUNTY YMCA**

## **Facility Agreement**

### **Introduction**

This agreement prescribes the rules and regulations under which the YMCA shall make its facility available for use by non-YMCA groups. Any questions concerning the interpretation of this policy will be referred to the Executive Director or a designated member of the staff.

### **Primary Use**

The facility of the YMCA is first and foremost for the use of YMCA members and regularly scheduled YMCA programs and activities. When these facilities are not in use by YMCA members and/or groups, they may be reserved for non-YMCA groups.

### **Non-YMCA Groups**

The YMCA will make its facility and/or property available only to non-YMCA groups that meet the following criteria:

- Groups whose purpose and objectives are generally compatible with those of the YMCA and who do not seek to exploit the YMCA name or constituency.
- Groups that are willing and able to take responsibility for their activities and who are willing to abide by the YMCA's rules and regulations.
- Provide and designate a representative who participates in an orientation of the facility, its processes and policies one week prior to the event.

### **Priorities for Use**

Priorities for the use of facilities, property and/or equipment by non-YMCA groups will be given to religious, social, educational, civic, cultural and community service groups.

### **Supervision**

All groups will be required to designate an individual, 21 years of age or older, who will be responsible for the conduct of the group. This designated groups leader must meet with YMCA staff prior to the anticipated use to review this agreement, rules and regulations, and be oriented regarding each facility and/or equipment to be used. The YMCA will require a minimum ratio of adult supervisors as follows:

- 1 adult to 20 youth (age 15-18 years of age)

This ratio may be achieved by the use of additional qualified coaches or volunteers of the group. The YMCA reserves the right to assign the appropriate number of YMCA certified lifeguards employed by the YMCA.

## **Standard of Conduct**

Any conduct contrary to the purpose of the YMCA is prohibited. The use of all forms of tobacco, alcohol, and/or illegal drugs is specifically prohibited anywhere on the property or in the facility. The YMCA reserves the right to dismiss any individual and/or group that does not maintain the rules of conduct.

## **Certificate of Insurance**

All groups will be required to provide a Certificate of Insurance (General Liability) naming the YMCA as an “additional insured”. Vendors of groups using facilities and/or property shall provide a Certificate of Insurance. Coverage extended to the YMCA shall be no less than the association carries and shall be provided one month prior to the season. An updated Certificate of Insurance will be needed annually for each season.

## **Responsibility for Damage**

The individual responsible will be accountable for sharing rules of conduct and the group shall be responsible for all damages to the facility, property and/or equipment caused by the group. The group shall be notified within two (2) business days for the damages and payment required.

## **Loss of Personal Property**

The YMCA assumes no responsibility for the personal property of individuals or groups utilizing the facilities and/or property.

## **Use of the YMCA Name**

Use of the YMCA’s facilities does not imply endorsement or sponsorship of any event by the YMCA. Therefore, promotion shall be designed in such a way that no suggestion of endorsement or sponsorship is implied.

## **Admission Fees**

The YMCA acknowledges that the Warren Area High School charges an admission fee to enter the pool deck for high school swim meets. It will be the responsibility of Warren Area High School to collect these fees.

## **Food**

Use of a caterer and/or concession sales may be subject to approval of the YMCA.

## **Decorations**

Decorations for any event may be used only upon prior approval of the YMCA. Removal of decorations shall be the responsibility of the Warren Area High School Swim Team immediately following their event.

## Rate Schedule

Room: Swimming Pool

Rate: \$73.54/hour for season 2007-2008 (3 % increase)

**NOTE:** The YMCA foresees an increase in utilities and wages for the upcoming year, therefore, we have set an increase. The fee will be divided into 9 payments September through May with May's bill pro-rated for actual yearly cost. Meets based on maximum of 7 home meets (not to exceed four hours each) and practices may be held Monday through Friday early morning (6:30-8:00am) and Saturday mornings (7:15-8:30am) during the winter sports schedule.

## Administration

Administration of this agreement shall be the responsibility of the Executive Director or a designated member of the staff. Exceptions to the agreement shall be approved by an officer of the YMCA Board of Directors.

Groups Name: Warren Area High School Swim Team

Contact Person: Mr. Jeff White, Athletic Coordinator, Warren Area High School

Board President: \_\_\_\_\_ (Signature)

Date: \_\_\_\_\_

Staffing Requirements: 1 lifeguard for practices and meets supplied by the Warren County YMCA

### Meets:

- Set up/take down is the responsibility of Warren Area High School Swim Team
- Clean up of pool deck after meet is the responsibility of Warren Area High School Swim Team
- Home meets are to be scheduled for evenings beginning with set-up at 5:35pm and meet start time of 6:30pm
- Home meets may only be scheduled for Monday, Tuesday or Thursday evenings
- No more than seven (7) home meets per season
- Copy of meet schedule must be given to the Aquatic Director no later than October 1 to get meet schedule on the YMCA pool schedule
- Changes in meet schedule must be given to the Aquatic Director as they come
- Storage of Warren Area High School Swim Team equipment during the swim team season must be addressed each season with the YMCA Aquatic Director

Certificate of Insurance received: \_\_\_\_\_ season 2007-2008

Group Name: Warren County YMCA

Contact Person: Cathy Peterson, Aquatic Director

Aquatic Director: \_\_\_\_\_ (Signature)

Date: \_\_\_\_\_