



Kirksville Parks and Recreation Calendar of Events June and July



This calendar of events is also available online at www.kirksvillemcity.com.

Recurring Events

Memory Lane Matinee (\$2.50)



Second Tuesday of each month. 10am at the Downtown Cinema 8. June 9th and July 8th. For movie choices visit www.kirksvillemcity.com.

Computer Classes (FREE!)



Active Adult Computer Class: First and third Wednesdays of each month 9am-11am at the Kirksville Telecommunications Resource Center. Call 660-785-2530 for more info.

Computer Help Hour: Fridays 11am-12pm at the Adair County Public Library. Library staff is available to answer individual computer questions. Call 660-665-6038 for more info.

Coffee and Cards (FREE!)



Monday 9am-12pm at the Kirksville Senior Living Campus.

Arthritis Foundation Exercise Program (FREE!)



Mon and Fri 10:15am at the Kirksville Senior Living Campus.

Tues and Thurs 9:30am at the ATSU Thompson Campus Center.

Water Fitness at the Kirksville Aquatic Center

Arthritis Class: 12pm Mon-Fri

Friends Aerobics: 1:30pm Mon, Wed, and Fri

H2O Cardio: 5:30pm Mon, Wed, and Fri

Water Pilates: 5:30pm Tues and Thurs

Baby Weight Aerobics: 10am Tuesday and Thursday

Deep H2O: 7:00pm Tues and Thurs



Summer Hours at the Kirksville Aquatic Center



Mon- Fri: 6am-9am Indoor Only

Mon-Saturday: 12pm-7pm Indoor and Outdoor

Sunday: 1pm-6pm Indoor and Outdoor

Adair County Public Library Events (660) 665-6038

Home Bound Delivery- Every other Wednesday. Call to sign up.

Adult Reading Program- June 3-July 10. Pick up a “Net” guide to start your summer reading of creepy, crawly, factual, or fun books.

Children’s Summer Reading Program- Thursday mornings at 10:30am. This summer’s theme is bugs. Programs include events like a puppet show, break dancing, a play, songs, crafts and games.

Metamorphosis Teen Reading Program- Teens enjoy lunch at the library and then participate in a program. The challenge is to read 6 books in 6 weeks!



Upcoming Special Events

Community Dances

The NEMO Country Dance Club is sponsoring a dance at Leisure World Saturday May 31st. Music will begin at 8:30pm, and the Chuck Hays Band will play from 9:15pm to 1:15pm.

The Kirksville Parks and Recreation Dept and the NEMO Country Dance Club are sponsoring 2 outdoor summer dances. Dances will be held June 21st, and August 9th from 6:00pm-9:30pm at the Rotary Park Amphitheatre. Music by Nashville Sound on June 21st, and Aaron Russell band on August 9th.

Run For Your Wife

Sponsored by the Curtain Call Theatre Company. This comedy will run May 29th-June 1st at the Round Barn. Tickets are on sale at the Wooden Nickel. Prices vary by age group and performance date. Dinner will be provided at each performance except for June 1st. For more information contact the Wooden Nickel at 660-665-2760, or visit www.curtiancalltheatre.org

Tennis Lessons

The Kirksville Parks and Recreation Dept presents is offering summer tennis lessons for adults and children. Lessons are \$30 a session and 2 sessions will be held. The first session starts in June, and the second in July. Please register at the Aquatic Center.

Into the Woods

The Kirksville Parks and Recreation Dept presents Stephen Sondheim's Into the Woods! Auditions are Tuesday June 3rd at the Rotary Park Amphitheatre. Performances will be held on July 11, 12, and 13 at 7pm. Admission is FREE. Contact our office at 660-627-1485 for audition and show information.

Summer on the Square

All events held on the lawn of the Courthouse. All performances start at 7pm.

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|---|---------------------------------|---|
| June 6- Community Chorus | June 13- The Spidles | June 20- TP as Elvis |
| June 27- Bartholomew Bean | July 4- Aaron Russell | July 11- Stephen Gates |
| July 18- Kirksville Community Band | July 25- Blue VooDoo | August 1- Steve Lilley Jazz Trio |
| August 8- Vintage Memoirs | August 15- Mystery Train | August 22- Chris Koza |
| August 29- Mu Steel | | |

Hands of Friendship Quilt Show

Saturday June 7th, 9am-4pm at the YMCA. For more information contact Susan at af77@truman.edu

NEMO Antique Car Show

Saturday June 7th, 2pm-4pm at the Walmart Parking lot.

All American Red, White, a& Blue Festival

Tons of events from July 3rd-July 6th. Events include Cemetery Theater, Splash Bash, Parade, Essay Contest, BBQ, Pie Contest, Fireworks, Pancake Breakfast, Car Show, Softball Tourney, Sundaes, Patriotic Church Service....and much more!!! Local media will have more about these events as they approach.

Sally Mountain Park Bluegrass Festival

July 3rd-July 6th, at Sally Mountain Park. Admission is \$15, or \$35 for all 5 days. For more info call the Vincents at 660-949-2345.

For more information about these events feel free to contact the Parks and Recreation office at 660-627-1485 or email rloft@kirksvillecity.com.

Adult Programs and Events of Interest to Seniors in the Kirksville Area

| Agency | Program | Dates | Cost |
|---------------------------------|-----------------------------------|--------------|------------|
| Adair County Historical Society | Historical Culture Programs | Varies | Free |
| Adair County Public Library | Homebound Delivery | W | Free |
| Adair County Public Library | Computer Help Hour | F | Free |
| Adair County Public Library | Various Programs and Events | Varies | Free |
| Adair County Public Library | Friends Book Club | Monthly | \$10.00 |
| All American Red White and Blue | 4th of July Celebration | July | Varies |
| Alzheimer Assoc | Memory Walk | | |
| American Cancer Society | Glo-Stick it to Cancer Walk | April | \$5.00 |
| American Cancer Society | Relay for Life | April | free |
| American Heart Assoc | Heart Walk | April | |
| American Red Cross | Emergency Preparedness Classes | Varies | Varies |
| American Red Cross | Pet CPR | varies | varies |
| Armory | Veterans Appreciation Day | April | FREE |
| Armory | Memorial Day Program | Memorial Day | Free |
| Armory | Veterans Day Service | Nov | Free |
| Arthritis Foundation | PACE | T, H | Free |
| Arthritis Foundation | PACE | M, H | Free |
| Arthritis Foundation | Arthritis Self Help Courses | Any | Free |
| Arthritis Foundation | Chronic Disease Self Help Courses | Any | Free |
| ATSU | Reindeer Romp | December | |
| Bank Midwest | AARP Driver Safety Program | May | Account |
| Bank Midwest | Coffee and Breakfast | Monthly | Account |
| Bank Midwest | Holiday Tea- games and prizes | Dec | Account |
| Bank Midwest | Customer Appreciation Dinners | varies | varies |
| Chamber of Commerce | Spring Expo | March | \$2.00 |
| Chamber of Commerce | Taste of Home Cooking School | Fall | |
| Coal Miners | Coal Miners Day Novinger | Memorial Day | Free |
| Community Chorus | Chorus Meeting | M | Free |
| Curtain Call Theater | Several Shows | Varies | Varies |
| Depot Inn | Arthritis Water Aerobics | M-H | 20 a month |
| Depot Inn | Water Aerobics | M-H | 20 a month |
| Duplicate Bridge | Card Club | Varies | |

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| Extension Office | Livestock Symposium | Dec 1 and 2 | Free |
| Extension Office | Various Classes and events | Varies | Varies |
| Extension Office | Master Gardener Club | Varies | Varies |
| Farmers Market | Market | Sep | Varies |
| Fellowship Baptist Church | Adult Bible Study | W | Free |
| Fellowship Baptist Church | Adult Bible Study at St. Andrews | H | Free |
| Fellowship Baptist Church | Grief Share | T | Free |
| Fellowship Baptist Church | JOY- Dinner and Program | T | Free |
| First Baptist Church | Super Bowl Party | Super Bowl Sunday | free |
| First Christian Church | Living Nativity | Dec | Free |
| First Christian Church | Christian Women Club | Monthly | Meal |
| First Presbyterian Church | Presby Seniors | Monthly | Free |
| First Presbyterian Church | Presbyterian Women | Varies | Free |
| First Presbyterian Church | Social Events | Varies | Free |
| First Presbyterian Church | Presbyterian Games | Summers | Free |
| First United Methodist Church | Line Dancing Lessons | H | Free |
| First United Methodist Church | Miriam Circle Women's group | H | Free |
| First United Methodist Church | Ruth Bible Study, Women's group | H | Free |
| First United Methodist Church | Saturday Morning Bible Study, Women's Group | Sat | Free |
| First United Methodist Church | Sarah Circle, Women's Group | H | Free |
| First United Methodist Church | Bereavement Support Group | W | Free |
| First United Methodist Church | 50+ Luncheon | Monthly | Free |
| First United Methodist Church | Cancer Support Group | Monthly | Free |
| First United Methodist Church | Social Events | Varies | Free |
| First United Methodist Church | Men's Group | Monthly | Meal |
| First United Methodist Church | Silent Auction | April | free |
| Fitness Fusion | senior classes | varies | varies |
| Food Fest | Festival | Sep | Free |
| Full Moon | Blues at the Moon | March | \$3.00 |
| Hamilton Street Baptist Church | Women's Bible Study | H | Free |
| Hamilton Street Baptist Church | Men's Breakfast | Sat | Varies |
| Hands of Friendship | Quilt Show | June | Free |
| Hands of Friendship | Quilting Meeting | W | Free |
| Hazel Creek Baptist Church | Adult Bible Study | W | Free |
| Health and Fitness Center | Healthwise Program- programs, special events, and health checks | Varies | Free |
| Health and Fitness Center | Card Club | THF | Free |
| Health and Fitness Center | Indoor Track | MTWHF | Membership |

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| Health and Fitness Center | Weight Room | MTWHF | Membership |
| Health and Fitness Center | Diabetes Support Team | Varies | Varies |
| Health and Fitness Center | Backs in Action | TH | Varies |
| Health and Fitness Center | Arthritis Class | MTWHF | Varies |
| Healthy for Life Program | Classes and Support Groups | Varies | Free |
| Highland Games | Highland Games | June | Free |
| Hospice | Gala and Auction: Music, Dancing, and food!!! | February | \$50.00 |
| Housing Authority | Bingo | Monthly | Free |
| Hyvee | Bingo | | Free |
| Interstitial Cystitis Support Group | Support Group | Varies | Free |
| Juvenile Center | United we Run/Walk | February | varies |
| KALLI | Several Learning Events | Varies | Membership |
| Kirksville Arts Association | Fine Arts-classes | varies | varies |
| Kirksville Country Cousins | Square Dancing | 2 times a month | Free |
| Kirksville Country Cousins | Square Dancing Lessons | Varies | Free |
| Kirksville High School | Choir and Band concerts | Varies | Free |
| Kirksville High School | Theater productions | Varies | Varies |
| Kirksville High School | Sporting Events | Varies | Varies |
| Kirksville High School | Concert Choir shows | varies | free |
| Kirksville High School | Girls Glee shows | varies | free |
| Kirksville High School | Chamber Choir shows | varies | free |
| Kirksville High School | Concordance Men's Acappella performances | varies | free |
| Kirksville High School Dance Team | Dancing with the Stars | August | \$7.00 |
| Kirksville InterChurch Ministries | Community Prayer Breakfast | Oct | |
| Kirksville Rocks | Concerts and other Musical Events | Varies | Varies |
| Kirksville Service Clubs | Community Easter Week Breakfasts | | |
| Kirksville High School | Vocal Motion Show Choir performances | varies | free |
| KV Arts | Walking Tours | Varies | \$5.00 |
| KV Arts | Savor the Arts Dinners | Varies | \$25.00 |
| KV Arts | Summer On the Square | Fridays | Free |
| KV Arts | Art Exhibits | Varies | Varies |
| KV Arts | Red Barn Arts and Crafts | Oct | |
| KV Community Chorus | Several Concerts | Varies | Free |
| KV Fire Dept | Bull Buck out | Aug | Varies |
| Kv Regional Airport | Airport Day | Sep | Free |
| KV Women of Today | Arts and Craft Shows | 2 X a year | |
| Leisure World | Senior Bowling League | F | |
| Life after 50 | Dinner | Monthly | |

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| Local Churches | Community Christmas Dinner | Decmeber | free |
| Maples Repertory Theatre | Several Plays | summer, all day | varies |
| Mary Immaculate Catholic Church | Young at Heart Luncheon | Monthly | Free |
| Mary Immaculate Catholic Church | Piecemakers Quilting | M, W | Free |
| Mary Immaculate Catholic Church | Men's Bible Study | H | Free |
| Master Gardner | Training Class | | \$95.00 |
| Missouri Conservation Dept | Various Programs and Events | varies | varies |
| Moose | Bingo | F | Varies |
| Moose | Dances | F/S | Varies |
| Moose | Entertainment | F/S | Varies |
| Moose Lodge | Homeade Soup Luncheon | | |
| NACD | St. Patricks Day Run/Walk | March | |
| National Wild Turkey Federation | Hunting Heritage Dinner | March | |
| NE Mo Health Council | Health Programs and Events | Varies | Varies |
| Nemo Antique Car Club | Car Shows | all year | free |
| NEMO Fair | Fair | July | Varies |
| NERMC | Health Programs and Events | Varies | Free |
| NERMC | Healthy Woman Monthly Programs and Events | Varies | Free |
| Northeast Central Board of Realtors | Chili Cook off | March | \$5.00 |
| Northeast Missouri Country Music Dance Club | Community Dances | Monthly | varies |
| Northeast Missouri Country Music Dance Club | Dance Lessons | varies | free |
| Novinger | Christmas Craft Festival | Nov | Varies |
| OATS | Salad and Desert Luncheon | May | |
| P&R | Movie | 2nd T | \$2.00 |
| P&R | Endurance Swimming | Sat | \$28.00 |
| P&R | Private Swim Lessons | Varies | \$60.00 |
| P&R | Water Pilates | T, H | Admission |
| P&R | Aquabox | M,W, F | Admission |
| P&R | Arthritis Water Aerobics | MTWHF | Admission |
| P&R | Friends Aerobics | M, W, F | Admission |
| P&R | Dances | Varies | Donation |
| P&R | Coffee and Cards | Monday | Free |
| P&R | Fishing Trips | Varies | Free |
| P&R | Crafting Events | Varies | Varies |
| P&R | Deep H2O | T, H | admission |
| P&R | Childrens Theatre Camp Performance | varies | free |

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| P&R | Broadway in the Park Performances | varies | free |
| P&R | Adult Softball | T, H, Sun | varies |
| P&R | KBSA-attending children games | vareis | free |
| P&R | March off the Weight | T, H-March | admission |
| P&R | Dog Luau | August | admission |
| P&R | Tennis Lessons | June and July | \$30.00 |
| Pawsitive Animal Works | pet training | varies | varies |
| Radio Park | NEMO Ag Show | Varies | Varies |
| Red Hat Ladies | Social | Varies | Varies |
| Rotary Club | Winter Event- Harlem Globe Trotters | Varies | Varies |
| Round Barn | Blues Festival | Varies | Varies |
| RSVP | Social Events | Varies | Free |
| RSVP | Trips | Varies | Varies |
| Sally Mountain | Sally Mountain Blue Grass Fest. | July | Varies |
| Senior Circle | Bingo | T | Membership |
| Senior Circle | Lunch and Learn | Varies | Membership |
| Senior Circle | Local Mini Trips | Varies | Membership |
| Senior Circle | Exercise Classes | Varies | Membership |
| Senior Circle | Holiday Parties | Varies | Membership |
| Senior Circle | National Travel Program | Varies | Membership |
| Senor Songsters | Concerts and other Musical Events | Varies | Free |
| Shrine Club | Bull Buck out | May | \$5.00 |
| Shrine Club | Bingo | W | Varies |
| Shrine Club | Jewels Bazaar | | Varies |
| Shrine Club | Dances | Varies | Varies |
| Shrine Club | Shrine Rodeo | June | |
| Shrine Club | Turkey Days and Calling Contests | April | |
| Silver Rails Events Center | Various Programs and Events | varies | varies |
| SPBGMA | Blue Grass Festival | May/October | |
| Special Olympics | Polar Bear Plunge | February | varies |
| TCRC | Digital Camera Basics | Varies | \$30.00 |
| TCRC | Computer Club | 1 & 3 W | Free |
| TCRC | Various Intro to Computer and Program classes | Varies | Varies |
| TCRC | Community Spanish Classes | on-going | |
| Tec Center | Community Education in Business | Varies | Varies |
| Tec Center | Community Education in Computers | Varies | Varies |
| Tec Center | Community Education in Medical/Health | Varies | Varies |
| Tec Center | Community Education in Personal Enrichment | Varies | Varies |

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|---------------------------|--|-----------------------------|------------|
| Tec Center | Community Education in Technical Skills | Varies | Varies |
| Tec Center | Online Enrichment Courses | Varies | Varies |
| Tec Center | Community education in Arts and Crafts | varies | varies |
| Thousand Hills Rotary | Tour of Homes | Dec | Varies |
| Timber Ridge | The Last Supper Club | H | Free |
| Timber Ridge | Ladies Loop | H | Free |
| TOPS | Weight loss support group | H | Membership |
| Truman State | Basic Senior Swimming | T H | Free |
| Truman State | Lyceum Events- 6 | 6 Dates | Varies |
| Truman State | Fine Arts- Shows, Concerts, Exhibits | Varies | Varies |
| Truman State | Jazz Festival | Varies | Varies |
| Truman State | Opera | March | \$5.00 |
| Truman State | Afternoon Delight-Franklin Street and TruMen | April | \$5.00 |
| Twin Pines | Soup Supper | Oct | Varies |
| Twin Pines | Bingo at St. Andrews | Varies | Free |
| Twin Pines | Bingo at Kirksville Heights | Varies | Free |
| Twin Pines | Bingo at Village 76 | Varies | Free |
| VFW | Dances | Saturdays, and Some Fridays | \$6.00 |
| VFW | Bingo | T | |
| Victim Support Services | K9 Classic | May | \$12.00 |
| Village 76 Nutrition Site | Bingo, programs, classes, games | Varies | Free |
| YMCA | Weight Room | Any | Membership |
| YMCA | Body Shaping | M, W | Membership |
| YMCA | Pilates | T, H | Membership |
| YMCA | Yoga | M, W | Membership |
| YMCA | Fitness Room | Any | Membership |
| YMCA | Indoor Track | Any | Membership |
| YMCA | Personal Training | Any | Varies |
| YMCA | Twilight Run/Walk | July | \$12.00 |
| YMCA | Volleyball League | varies | varies |
| Community Band | Community Band practices and performances | varies | varies |

Meeting Facilities

| <i>Name</i> | <i>Special notes</i> |
|----------------------------------|--|
| Adair Co. Annex Building | FREE |
| Adair Co. Outreach and Extension | \$35 |
| Alliant Bank | Check back closer to use time |
| Amphitheatre | \$10.00 per day |
| Armory | Hard to get- based on their use |
| Days Inn | Ballroom \$500 or \$200 per room |
| Faith Lutheran Church | Application |
| Fellowship Baptist | Application |
| First Baptist | Application |
| First Christian Church | Application |
| First United Methodist | Application |
| Hamilton Street Baptist Church | Application |
| Holiday Inn Express | \$69.00 |
| Journal Building | \$200. If just front of building and on regular basis \$75 |
| Mary Immaculate | Application |
| Moose Lodge | Depends on time of day and other reservations |
| NEMO Fair Grounds | Multi- \$400, 4H-\$300 |
| Newman Center | TBD |
| Park Shelters | \$10.00 per day |
| Ponderosa | Purchase of food |
| Rehoboth Baptist Churcy | Application |
| Shrine Club | Membership rental free- No answer when contacted |
| St. Andrews | \$10.00 per hour |
| Super 8 | Half day \$25, full day \$40 |
| TCRC | FREE |
| VFW | Membership rental free- No answer when contacted |
| Wooden Nickel | Purchase of food |
| YMCA | \$65 |

Kirksville Senior Living Campus, Inc.

500 S. Osteopathy Street; Kirksville, MO 63501

Senior Wellness & Community Center

Policies

1. Statement of Purpose

The KSLC, Inc. operates the Kirksville Senior Living Campus' Senior Wellness & Community Center that is adjacent to St. Andrew's Apartments, at 500 S. Osteopathy Street; Kirksville, MO, as a senior community center for wellness, educational and public interest activities in keeping with the non-profit charitable purposes for which the KSLC, INC. was founded (November 2002). The Center is operated to the extent possible to involve citizens of all ages and backgrounds in a varied mix of activities. Fees and charges for the use of the facility are set by the KSLC, INC. with an effort to make the Center as open as possible to the public. The Center is in Kirksville, MO, and participation in activities is not limited to residents of this community. When competition exists for use of the space, the KSLC, INC. Board of Directors considers factors such as programming, fee structure and primary group that the program serves.

2. Space Available for Use

Interior: On ground floor, the nutrition/multipurpose suite, clinic, conference suite and public restrooms are available by permit from the KSLC, INC. In addition, on first floor the entry area and lounge are available for use by making special arrangements with KSLC, INC., including assurances that public passage will be possible through the area during that time. The multipurpose suite divider doors may not be used without making special arrangements with KSLC, Inc when renting the multipurpose rooms. Two meetings may be scheduled at the same time if the divider doors are used.

Exterior: The main entrance to the Center is through the east doors (those facing the Osteopathy Street Parking Lot). The west doors to the clinic and conference suite are available as well for limited parking. The south doors to the multipurpose suite are secondary exits and must always be kept clear. There is no implied right to use the land surrounding the Center when contracting for use of the Center. The kitchen entry on the south side of the building may be used by special arrangement with the KSLC, INC. Parking in the circular driveway is prohibited. The circular driveway is designed for drop-off and pick-up of people. Illegally parked cars will be subject to towing.

Parking.

The northwest parking lot (entrance to the Healthy Aging clinic) is reserved for residents and patients. The parking slots are on a first-come, first-serve basis for residents and patients whom may park in the west parking lot.

The east parking lot (entrance facing Osteopathy Street) is as following: Parking slots along the sidewalks both to the north and south of the entrance door is designated residents' parking. The center parking island is designated as community parking. Requests for staff (people who work in the building but do not reside in the building) should park on the north end of the parking lot (parallel to the Energy Trail). All other slots are open parking: residents, physicians, patients, staff, and guests to the facility.

3. Public Safety

This is a tobacco free environment. No smoking, fires or candles are allowed in the Center at any time. Portable heaters may not be used. Propane tanks may not be brought into the Center. Those in charge of activities at the Center must know the location of emergency exits, fire extinguishers and the telephone.

4. Alcoholic beverages

Alcoholic beverages may not be sold at the Center. At private functions, alcoholic beverages may be served to guests if the host exercises due care for the guests' consumption of such beverages. It is recommended that the host consider risk management by hiring a licensed vendor for private functions. At public functions, alcoholic beverages may be served only by licensed vendors, and only to guests older than 21 years of age.

5. Dining Arrangements

Discussion will center on a catering arrangement with the Little Black Kettle.

6. Decorating

When decorating, renters may not hang decorations on the walls that will damage the wall. Confetti may not be used due to clean up difficulties. The use of glitter is not allowed. Balloons and streamers may be used but must be completely removed from walls and ceilings. Tape may be used if it is completely removed and does not damage the walls. Under no circumstances may tape be used on the floor. Renters are responsible for any damage caused by decorating.

The on-site administrator will provide a checklist for group to identify any damages to the area that they are renting and to note these damages on the checklist on the same day of the event. After the event, the on-site administrator will note any damages beyond those so noted.

7. Clean-up

Organizers of the event must remove all trash and debris (trash containers are located outside the south kitchen doors). A service fee will be charged if the Center is not completely cleaned following an event. If more clean up is required to leave the facility ready for the next renter, the organizers must arrange for custodial service through the KSLC, INC. In some cases, volunteers may conduct custodial work if they agree to use appropriate equipment and cleaning solutions as specified by the on-site administrator.

8. Security

The on-site administrator will determine the procedure for opening and closing the Center. Renters agree to assume responsibility for the security of the Center during their use and to properly secure the premises upon leaving. A service fee will be charged if the building is not properly locked. Emergency doors must be kept closed. The rest rooms are not intended for general public use. The police should be notified if trespassing occurs.

Concealed weapons signage is located at the south and east entrance doors.

9. Equipment

When the renters provide equipment, it must be in good condition, appropriate for the intended use, and not cause damage to the facility. Written permission by the on-site administrator of storage of any equipment at the facility is required prior to the event. The KSLC, INC. assumes no responsibility for any such equipment. Tables and chairs are available for use when renting the Center. Those tables and chairs are for inside use only and may not be brought outside. Tables and chairs cannot be loaned out. When equipment is provided by the Center, the renter is responsible for using it appropriately and storing it properly. A service fee may be required depending on the equipment needed.

10. Insurance

Organizations using the Center may be required to have proof of insurance satisfactory to the KSLC, INC. and in certain circumstances will be required to add the KSLC, INC. to their policies as an additional named insured. The KSLC, INC. reserves the right to require insurance satisfactory to it in other circumstances depending upon the uses proposed.

11. Supervision

Organizations using the Center must provide evidence that qualified officers or staff will supervise the activities planned. The KSLC, INC. reserves the right to review the uses proposed for the Center and the supervision provided and to require such changes as it determines necessary for the safe and appropriate use of the facility.

12. Community Impact

Hours of operation are consistent with the Center's location in an adjacent residential neighborhood. The Center is not open between the hours of 10:00 p.m. to 6:00 a.m. and may allow extended hours. Written permission needs to be made with KSLC, Inc. Board of Directors for any exception to these hours. Outdoor activities must comply with city ordinances. Parking information should be included in program notices for the Center activities.

13. Operation Procedures

Permission to use the facility will be given through written agreement with the KSLC, INC., signed by the renter or its representative, who must be at least 21 years of age. The KSLC, INC. Board of Directors may delegate authority to run the center on a day-by-day basis as long as adequate policy guidelines are established for this administrative activity. The KSLC, INC. retains final authority on all aspects of the Center operation and retains the right to revoke renter privileges for failure to abide by the policies stated herein.

14. Reservations, Fee Structure, Payment, Cancellations

Reservations: The Center may be reserved at any time on a first come, first served basis. Generally, reservations may not be made more than one year in advance. The purpose of the Center is to be used by the residents and by the community. Therefore, scheduled events will permit maximum use of space. The calendar for reservations will be maintained at the Reception desk at the Center.

Fees: Rental time must include any necessary set up and clean up time. Rental charges are \$10/hr for any group. The fees will be waived for events sponsored by the residents.

For all other groups, waiver of fee is possible with approval of KSLC, Inc. Board of Directors prior to the use of the space.

A separate returnable security deposit may be required for events involving over 75 people.

Payment: Payment must be made in full at the time the reservation is placed. For contract renters, payment must be made on the first of each month for that month's reservations. Checks drawn on bank accounts, money orders, or cash will be accepted as payment. No credit cards or other forms of payment will be accepted.

Cancellations and refunds for renters will be made without penalty if notice is received at least one month prior to the date reserved. A full refund will be made by mailed check. If cancellations are made less than one month from the reserved date, no refund will be given unless the Center is successful in renting out the time period to some other group. In this situation, a prorated refund will be given based on the amount of time the second group fills in for the cancelled reservation.

For cancellations by renters with contracts, notice must be given one month in advance of any changes and a new contract signed reflecting the changed circumstances. The amount of the refund will depend on how the cancellation affects the minimum number of days required for a discounted rate. If the contract renter still has a minimum of ten days reserved or used, then a full refund for cancelled times will be made. If the cancellation results in fewer than 10 days being used, then a recalculation of payment due will be made and if any refund is due, the amount will be paid by mailed check. If the change results in additional costs, that additional sum must be paid at the time that the monthly fee is paid. Cancellations made with less than one month's notice will not result in any refund, unless the Center is successful in renting the time period to another group. If a substitute is found, a prorated refund will be made based on the amount of time successfully substituted.

500 S. Osteopathy Street, Kirksville, MO 63501
Phone: 660-627-5400