REQUEST FOR BOARD ACTION HENDERSON COUNTY BOARD OF COMMISSIONERS

MEETING DATE: August 20, 2014

SUBJECT: Use of Courtroom – Heritage Museum

PRESENTER: Terry Wilson

ATTACHMENTS: Yes

1) Application for Use

SUMMARY OF REQUEST:

A request was previously submitted by Brenda Bradshaw, on behalf of the Heritage Museum, for use of the Courtroom for a play (The Sandburgs of Connemara) on Friday, October 17, 2014 from 10:00 a.m. until 9:00 p.m., Saturday, October 18, 2014 from 10:00 a.m. until 9 p.m., and Sunday, October 19, 2014 from noon until 5:00 p.m. This request was approved by the Board.

An additional request has been made by Brenda Bradshaw, on behalf of the Heritage Museum, for use of the Courtroom for an additional day on Thursday, October 16, 2014 from 4:00 p.m. until 8:00 p.m. for dress rehearsal.

BOARD ACTION REQUESTED:

Staff suggests approving the request.

SUGGESTED MOTION:

I move that the Board approves use of the Commissioners' Meeting Room (Courtroom) as requested on behalf of the Heritage Museum, for Thursday, October 16, 2014 from 4:00 p.m. – 8:00 p.m.

APPLICATION FOR USE OF COURTROOM #208

Henderson County Historic Courthouse 1 Historic Courthouse Square Hendersonville, NC 28792

Use of the Courtroom must be preapproved by the Board of Commissioners at a regularly scheduled meeting on the Consent Agenda.

Brenda Bradshaw	,	MuseumOffice@		
Henderson Count	y Heritage Museum	HendersonCounty?	VC.org	08-6-14
Name of Applicant Making Request¹: E-ma		E-mail address	:	Date of Application
1 Historic Courthouse Sq, Suite 4			694-5007	
Mailing Address, State, Zip Code of Applicant:			Phone Number of Applicant	
Dress rehearsal o	f Carl Sandburg Play			
	Name of E	vent or Purpose:		
Thursday, Octobe	r 16, 2014	4pm	until	8pm
Date of Ever	ıt	(Beginning Time) Time of Event (Ending Time)		
The remainder of the application will be completed by the Clerk to the Board				
□ PERMISSION	GRANTED TO USE	E COURTROOM #2	08 Da	te Request Approved
Chairman, Board of Commissioners				
☐ PERMISSION TO USE COURTROOM #208 DENIED Date Request Denied				
Chairman, Board of Commissioners				
REASON DENIE	D:		· · · · · · · · · · · · · · · · · · ·	
Date Payment Amount		emitted	Check	Check
Received	Cash	Check	Number	Date

¹Effective July 7, 2008, the Henderson County Board of Commissioners approved a Facility Use Fee to cover expenses to utilize county staff to secure the building when the Courtroom is used for non-county government purposes after business hours, 5:00 pm until 9:00 pm Monday through Friday, 8:30 am until 9:00 pm Saturday through Sunday. The Facility Use Fee is \$25 per hour with a \$50 minimum. The fee is based upon the number of hours listed in the beginning and ending time on this application and is payable to Henderson County upon presentation of this completed application to Clerk to the Board Terry Wilson. No refund is given for hours reserved but not used; no extension of hours is permitted. The courtroom must be cleaned after use.