

# Room Naming

## ROOM DEDICATIONS

The Room Naming Opportunities Policy and Brochure were developed in response to requests for Room Naming Opportunities. Opened on June 28, 2009, Sayville Library on Greene Avenue is an integral part of the Sayville community. Between 15,000 and 20,000 visitors come through the Library doors each month, utilizing its many books, movies, computers and quiet study areas, as well as enjoying a wide variety of free programming.

A monetary gift to Sayville Library for the purpose of a dedication is a meaningful way to recognize and share with the public the generosity of a donor or honor loved ones for many years to come. Donated funds will be added to the Capital Fund for future projects and maintenance of the Library.

The Library offers many opportunities for memorials, including room and furniture dedications. The list provided is a selection of available room naming opportunities.

## CONSIDERATIONS

Applications shall be considered in the following categories:

- To honor an individual, living or deceased
- To recognize a local community service organization
- To acknowledge a significant geographic location or historical event
- To recognize any organization that has made exceptional contributions to Sayville Library or the greater Sayville community

All applications must include documentation supporting the individual, location, event, or organization to be honored. This may include, but is not limited to, resumes, curriculum vitae, certifications, awards, and/or other narrative evidence. Such documentation is necessary to allow the Board to make a fair determination with respect to the subject at hand.

## LIMITATIONS

The Board of Trustees shall give due consideration to all applications, pursuant to the Library's Room Naming Policy. All decisions shall be made at the discretion of the Board. While the Board would be pleased to accept all applications, it recognizes that this is a significant decision with a longstanding impact, so no guarantee can be made that the application will be approved. Likewise, although it would be the Board's intention that all honorary names for Library rooms be used for many years to come, the Board cannot promise that a name, or even that the room so named, will be used in perpetuity.

The Board reserves the right to terminate or alter a naming designation under

unusual or extraordinary circumstances. Library staff will work with the donating person, family or organization to choose a plaque appropriate to the decor of the surroundings. Donations are tax deductible.

## **Selections**

### **Adult Floor**

Adult Study Room 1 \$6,000  
Adult Study Room 2 \$6,000  
Adult Study Room 3 \$12,000  
Long Island Room \$18,000  
Conference Room \$23,000  
Computer Lab \$34,000  
Reading Room \$42,000

### **Lower Level**

Meeting Room C \$28,000  
Meeting Room A/B \$98,000

### **Children's Level**

Child Study Room 2 \$7,000  
Child Study Room 1 \$10,000  
Toddler Area \$28,500  
Program Room \$41,000  
Beach Area \$46,000

### **Teen Level**

Teen Central \$110,000  
Teen Study Room \$8,000

## **APPLICATION**

Date: Name of Donor: Address:

Phone: Email: Selected Area: Amount Pledged: Payment

Date/Dates: Room Dedicated to:

Return to Library Administration at 88 Greene Avenue, Sayville, NY 11782

Adopted: November 14, 2011