



S73W16663 W Janesville Rd
Muskego, WI 53150

P 262.971.2100

W cityofmuskego.org/library

MEETING ROOM OFFERINGS EFFECTIVE 05.20.21

Current Room Availability and Capacity

Meeting Room 1 - Limited to 8 people.

Meeting Room 2 - Limited to 8 people.

Meeting Room 3 - Limited to 16 people.

Meeting Room 4 - Limited to 24 people.

Shared Kitchen is available

The furniture is arranged to ensure social distance awareness. If an organization chooses to rearrange the furniture, we ask that they reset the room when the meeting ends.

Room Hours

M-Th 9:00AM - 8:30PM* *Meetings must start on or before 8:00PM. Organizations can stay until 9:30PM.

F-Sa 9:00AM - 5:00PM* *Meetings must start on or before 4:30PM. Organizations can stay until 6:00PM.

Please Note:

- The meeting must start at least a ½ hour before we close.
- Organizations can stay up to 1 hour past closing time.

Meeting Room Technology

Available (with a completed meeting room equipment agreement form)

Food and Beverage

Beverages are allowed.

Food is allowed.

Cleaning Supplies

We will supply paper towels and a cleaning solution. Organizations should spray down the tables before leaving.

Applications/Fee

We will make a reservation without pre-payment. Applications/Fee can be mailed, emailed (not fee), or dropped off by appointment.

Fee for commercial/private meeting room reservations:

The fee for Meeting Room 4 has temporarily been reduced to \$25/hr.

The fee for Meeting Room 1, 2, or 3 has temporarily been reduced to \$12.50/hr.