



CENTER FOR  
**ACTIVE**  
ADULTS

# 125 LIVE MEMBERSHIP GUIDELINES

PLEASE READ OUR MEMBERSHIP GUIDELINES TO UNDERSTAND WHAT YOU CAN EXPECT FROM 125 LIVE AND WHAT WE ASK OF OUR MEMBERS.



Welcome to 125 LIVE,

Thank you for choosing to be part of Rochester's fastest growing community of healthy adults. 125 LIVE is a friendly and inviting destination that offers a wide range of programs, special events, and learning opportunities.

125 LIVE is excited to provide you with a variety of programming, the most current of which can be found in our monthly schedules and activity guides at Membership Services or online. Please note that hours are subject to change based on facility programming and rentals.

To make certain your 125 LIVE experience is the most it can be, we ask that you review the attached expectations prior to joining.

If you have any suggestions, recommendations, or comments, please do not hesitate sharing them with one of our helpful team members. We very much look forward to meeting you.

Sincerely,

Sylwia Oliver-Bujak, Executive Director

# WELCOME TO 125 LIVE!

## ALL MEMBERS

### Start at the Member Services Desk

- Pick up the most current monthly schedules, including social, pool and group fitness calendars. Also, check our monthly program guide for upcoming special events.
- Register for paid activities/ programs by going online to <https://125livemn.org/> and click on Activity Registration, to set up your 125 LIVE personal account or by stopping by or calling Membership Services 507-287-1404. If you have a credit/debit card on file, you can also E-mail us at [info@125livemn.org](mailto:info@125livemn.org) to register.

### Social Members

- If you are interested in specific games or groups, you can either arrive at the scheduled times to join them or we will have the volunteer leaders contact you.

### Fitness Members

- Request a **Fitness Consultation**- This is to establish your goals and identify limitations to determine the best way to add value to your 125Live experience. Want to find out if working with a personal trainer could help you reach your fitness goals, or perhaps learn more about small group personal training? Sign up for this free 30-minute consultation.
- **Fitness Equipment Orientation**- If you would like to gain a functional understanding of the fitness equipment, a personal trainer will guide you through a 30-minute demonstration where you get to learn and try fitness equipment.

# WHY IS IT ESSENTIAL TO SCAN MY CARD WHEN I ARRIVE AT 125 LIVE?

- **For your safety and ours!** It is critical that first responders and staff are aware of who is in the building when there is an emergency.
- **It keeps the lights on.** Participation in our Fitness Insurance Program (such as Silver Sneakers or Renew Active) is crucial for 125 LIVE to receive financial support. Each time you scan in, 125 LIVE receives a modest financial payment. **It's important to note that insurance companies do not remit payments to 125 LIVE unless members scan in.** Additionally, every plan has a financial limit per person, regardless of the frequency of scans per month. Consequently, the maximum amount received per member is slightly over half of the standard fitness membership cost.
- **Planning for the future-** We modify staffing levels, operational hours, and program offerings in response to the volume of scans per hour, month, and year.



## Membership Card Policies

Members are required to scan-in with their 125 LIVE membership card every time they arrive.

- In the event you forget or misplace your membership card, you must complete a form, and this information is recorded in your Membership profile. Members are permitted three manual scans before it becomes necessary to either retrieve the card or acquire a replacement for a fee of \$10.
- If you lose or damage your membership card replacement is immediately required for a fee of \$10.
- Key Ring membership cards are available for purchase of \$5 to be used as a backup card. **Lanyards are still to be worn during non-fitness activities and are required for all social activities. Key Ring card use is for backup.**
- Twice a year, 125 LIVE hosts a complimentary card printing event, allowing members to obtain a backup card at no cost.
- Members are required to have their photo on record and printed on their membership card.

# EXPLORE

## SOCIAL MEMBERS

- Join one of the dozens of interest groups we host weekly, such as woodcarvers, square dancers, quilters, knitters, card players, puzzle builders, genealogists, tech gurus, Young at Heart Choir, billiards players, photography buffs, musicians, book clubbers, and artists.
- You have full access to our library and Technology Learning Center, both of which are on the lower level.
- Get in touch with your creative side by taking an art or pottery class in our stunning studios.
- Enjoy our Friday concerts while socializing, drinking coffee, or reading the newspaper.
- Take part in one of our social gym activities like pickle ball or ping pong.
- Explore one of our many educational classes offered each month.
- Any misuse of membership privileges will result in the card being revoked and membership terminated.

## FITNESS MEMBERS

- Join one of our 100+ fitness classes weekly, which are included in your fitness membership (unless class requires registration). Almost all classes are older adult friendly however, all classes vary in intensity. Our instructors can provide multiple modifications.
- Play pickle ball and ping pong (check schedule for times).
- Meet with a personal trainer to help you achieve your fitness goals.
- Use our weight machines, free weight section, hop on a treadmill to get your steps in, or go for a run.
- Try the warm water pool, in which you will find specific times for lap swimming, open swim, and multiple aqua classes daily.
- Explore the outdoor walking trails.
- Enjoy one of our many outdoor fitness events during the warm weather months.

## CONNECT



Complimentary Wi-Fi is available to all 125 LIVE members and guests

### **Name**

125 LIVE Guest

### **Password**

125internet

## HEAR



Most rooms at 125 LIVE are equipped with Hearing Loop technology

### **Hearing Device**

If you have a hearing device, turn your "t-switch" on to activate the t-coil

## SECURE



We want your belongings to be safely stored, so please take advantage of complimentary and secure day-use lockers

### **LOCK**

- Press (c) clear
- Enter a four-digit code of your choosing
- Press **key** symbol

### **UNLOCK**

- Press (c) clear
- Enter your four-digit code used to lock the locker
- Press **key** symbol

Please note there is an option to rent one of our lockers

## **Member's Acceptance of Rules and Policies**

Upon acceptance of this application by 125 LIVE, the member hereby agrees to the terms and conditions of this agreement. The member has reviewed the membership rights and privileges and agrees to abide by all rules and policies of 125 LIVE, which are subject to change without notice. Our policies are also located on our web site: [www.125livemn.org](http://www.125livemn.org).

### **Right to Refuse**

As a private entity, 125 LIVE, in our sole discretion, reserves the right to refuse service and/ or membership to any individual with or without reason.

### **Membership Information**

Questions regarding membership at 125 LIVE should be directed to the Membership Services team at 507-287-1404 or via email at [membershipservices@125livemn.org](mailto:membershipservices@125livemn.org).

### **Assignment of Agreement**

Members may not sell, assign, or transfer their membership rights under this agreement.

### **Cancellation, Involuntary Suspension, or Termination**

125 LIVE may suspend or terminate membership at any time and without notice for the reasons including but not limited to those listed below. A suspended or terminated member remains liable for all dues and other indebtedness incurred.

- If a member or a member's guest fails to comply with any of the rules or regulations adopted by 125 LIVE.
- If a member or a member's guest engages in conduct 125 LIVE determines to be improper or contrary to the best interest of 125 LIVE.
- If a member is thirty (30) days past due in their account.
- If a member is found to have abused their membership type (e.g.; using the fitness center while only having a social membership, attending social activities as a fitness member without paying the non-member registration fees).

### **Cancellation: Voluntary**

Members may terminate membership after two (2) full billing cycles or sixty (60) days by providing notice on a **Membership Cancellation Form**. Those who pay monthly and cancel prior to the required 60 day requirement, will be subject to an early cancellation fee of \$50.

Similarly, those who've purchased an annual membership and cancel prior to the full term of the membership will also be subject to the early cancellation fee of \$50.

The membership cancellation form must be completed in person, e-mailed to [membershipservices@125livemn.org](mailto:membershipservices@125livemn.org), or mailed to: 125 LIVE, 125 Elton Hills DR NW, Rochester, MN 55901. Forms received by 125 LIVE between the 1<sup>st</sup> and 20<sup>th</sup> of a given month will be effective at the end of the same month. A notice received between the 21<sup>st</sup> and the end of a given month will be effective at the end of the next month. Such voluntary termination shall not be deemed effective until after the expiration of notice period and all required payments have been made by the member to 125 LIVE.

### **Emergency Closure Refund Policies**

Refunds are not provided for short-term closures related to weather, other emergencies, or state/city orders.

### **COVID-19 Potential Long-Term Closure Refund Policies**

In the event that we are required to shut down for an extended period due to an Executive/Emergency order, 125 LIVE shall move its programming online. If this is not satisfactory to our members, they can choose to opt out and follow the regular suspension or cancellation policy. We will accept requests in person, via traditional mail, or via email to [membershipservices@125livemn.org](mailto:membershipservices@125livemn.org). These requests must clearly state name, DOB, type of membership and a request to either suspend or cancel membership at 125 LIVE. Refunds must be requested within 30 days of the beginning of the closure. After that time, 125 LIVE shall make the assumption that members use online services.

### **Damages**

125 LIVE shall not be liable for any lost, stolen, or damaged articles in the facility, parking lot, or offsite.

### **Delinquent Accounts**

If member fails to make payment within thirty (30) days, in addition to being subject to involuntary suspension or termination, the account will be classified as delinquent and the member will be responsible for all collection costs, including attorneys' and other collection fees, and any fees from add-on addendums.



## **Membership Change Requests**

All membership change requests must be submitted by **the 20<sup>th</sup> of the month** in order to take effect on the 1<sup>st</sup> of the upcoming month. All membership status changes must remain in effect for sixty (60) days or two billing cycles after any change. Downgrade requests will take effect on the first of the upcoming month, provided the request was submitted by the 20<sup>th</sup> of the month. Members may choose to upgrade their membership immediately. In this case, the member will pay the difference between their existing membership and the new membership. A \$10 membership change fee will apply to all changes of membership (except for insurance changes) to cover the cost of administrative costs and a new membership card and lanyard.

## **Dues**

The member shall pay membership dues. The amount, manner and time of payment shall be established by 125 LIVE and may be changed from time-to-time. A member's obligation to pay dues is not dependent on the availability of all of 125 LIVE's facilities. Special events, repairs and/or maintenance of the facilities may make it necessary for 125 LIVE to restrict use of one or more of the facility areas or temporarily close the center, which will not reduce or suspend the member's obligation to pay dues.

## **Enrollment Fee**

Any new membership shall pay an enrollment fee of \$50. The amount of the fee will be paid upon enrollment of a membership at 125 LIVE. The registration fee is a one-time-only charge, but if membership lapses for more than sixty (60) days or if a spouse is added after the initial enrollment fee is paid, the member is subject to the enrollment fee in effect at that time.

## **Governing Law**

This agreement shall be construed and enforced in accordance with the laws of the State of Minnesota.

## **Indemnity**

Members hereby agree to indemnify, hold harmless and defend 125 LIVE from and against any and all claims, losses, damages, injuries, costs and expenses, including court costs and reasonable attorney's fees, in any manner relating to or arising out of the acts or omissions, negligent or otherwise of member, member's guests, and/or anyone else for whose acts and/or omissions member may be liable. The provisions of this paragraph shall survive the termination of this agreement.

### **Late or Return Item Charges**

A \$20 late fee will be assessed to the member for a returned check or credit card draft as a result of insufficient funds, account closed or similar circumstances.

### **Membership Type**

Members have the right to change membership type after 60 days of a previous membership change. Please fill out a Change of Membership Form at the Membership Services Desk. A \$10 administrative fee will be collected at the time of change. If upgrading immediately, the difference in pro-rated dues will apply. Downgrades will become effective at the beginning of the next month, provided the member has submitted the change of membership request by the 20<sup>th</sup> of the month.

### **Non-Discrimination**

125 LIVE will accept applications for membership from any individual or business of good character and responsible credit background without regard to race, creed, color, gender, age, marital status, sexual orientation, status in regard to public assistance, disability or national origin.

### **Plan to Scan | Member Scan-In**

Members are required to scan-in with their 125 LIVE membership card every time they arrive.

- If you forget your membership card, or misplace it, you will be allowed three manual scans before being required retrieve it or purchase another card.
- If you misplace / lose your membership card it must be replaced immediately for a fee of \$10.
- Members are required to have their photo on record and printed on their membership card.
- Any misuse of membership privileges will result in the card being revoked and membership terminated.

### **Suspending Membership**

Members have the right to suspend their membership once in a 12 month cycle no less than one (1) month and no more than three (3) consecutive months at no cost to renew.

Suspensions **longer than three (3) months** may be taken, but are subject to a **\$50 renewal fee**. Also, a 2<sup>nd</sup> suspension within a 12-month period will be subject to the **\$50 renewal fee upon returning**. The member must complete a **Suspension Form** with Membership Services between the 1<sup>st</sup> and 20<sup>th</sup> of the month prior to suspending dues.

## **Waiver of Liability**

The member understands that although 125 LIVE's facilities, equipment, services and programs are designed to provide a safe level of beneficial exercise and enjoyment, there is an inherent risk that use of such facilities, equipment, services and programs may result in injury or death to the member.

It is expressly agreed that all exercises, treatments, use of equipment and facilities of 125 LIVE are and shall be undertaken at each members' sole risk. Members assume the risk of any injuries they may suffer while using the equipment and/or facilities of 125 LIVE, and that the City of Rochester, 125 LIVE, the officers, employees and agents of each shall not be liable for any claims, demands, injuries, damages, actions or causes of action, whatsoever to the member, or property arising out of or connected with the use of any of the services, equipment, and/or facilities of 125 LIVE or of the property or premises where same are located. Members do hereby expressly forever release and discharge the City of Rochester, 125 LIVE, and the officers, employees and agents of each, from all such claims, demands, injuries, damages, actions or causes of action, and from all acts of negligence, active or passive, and all other fault, on the part of the City of Rochester, 125 LIVE, and their board members, employees and agents.

Members are strongly encouraged to have a complete physical examination by a medical doctor prior to beginning any workout program or strenuous activity.

## **125 LIVE Usage Thereof**

125 LIVE is available for use by members and non-members alike, all of whom must check-in upon arrival. Members must scan-in at the **Plan to Scan** branded kiosk located at the main level entrance Membership Services desk.

Non-members must purchase a day pass or present a guest pass at the Membership Services desk upon entering the facility.

### **Activity Areas**

125 LIVE members are encouraged to join as many of the opportunities offered. Please note, in order to use the fitness center, swimming pools and locker rooms you must have a FITNESS membership unless otherwise stated (e.g.; Free Family Days).

### **125 LIVE Fitness Etiquette**

To maintain an atmosphere in which 125 LIVE members and guests feel comfortable, 125 LIVE must insist on certain standards of conduct. Promoting fitness etiquette can break down barriers that prevent members from using a facility and can ensure a comfortable, professional environment for everyone.

- Do not bring your gym bag or other personal belongings into the exercise space. Please use the lockers to store your personal belongings.
- Items not stored properly may become tripping hazards. Or, the contents of unsecured items may spill and cause additional issues.
- In the locker rooms, post-it notes or the white board are tools available to assist with remembering which locker you're using.
- If you are unable to unlock your locker, you may call for assistance from the phones located in the locker rooms. You will be required to identify the items in your locker prior to the door being unlocked, and you may be required to present a form of picture ID to verify the contents are yours.
- Wear appropriate workout apparel, including clean athletic shoes.
- Practice proper hygiene (wash hands to decrease spread of germs, members are encouraged to avoid excess fragrances that may potentially impact other members with respiratory concerns).
- If you do not like the choice of TV channel, ask others in the area if they would mind you changing the channel. TVs are intended to be muted with subtitles on.

- If you wish to listen to music, news, or watch TV, please bring your own personal device and a set of headphones.
- Locker rooms are for day use only. All contents remaining in lockers at the end of operating hours will be placed in the lost and found (*see policy on page 20*).
- Always ask an employee for the proper procedure if in doubt.

### **Fitness Center**

- Allow others to work in between your sets on the fitness machines.
- Do not rest on exercise equipment or leave any personal belongings (i.e. water bottles or towels) on places that others might use such as fitness benches.
- Please limit use of cardio machines to 30 minutes during peak hours or if others are waiting to use those machines.
- For the safety and wellbeing of 125 LIVE members and guests, equipment must be cleaned by the user with the provided towels and disinfectant liquid after each use. No exceptions.
- Return equipment after use to designated storage locations (e.g.; weights, dumbbells, yoga mats, kettlebells, etc.).
- To minimize the risk of injury, please wait to initiate conversations with others if they are actively engaged in vigorous exercise.
- Please take personal calls in the lobby or outside, never in the locker room. Cell phone use in the locker rooms is prohibited (*see cell phone policy on page 16*).
- Abstain from telling others they are using equipment improperly, unless it is your job or someone's life is in danger. Our employees can and will respectfully approach members who may be facing difficulties.
- Place dumbbells in order on the racks where they are intended to be stored. Remove any weight plates used and place them back in their original location.
- Always put away any equipment you use where you retrieved it from.

### **Fitness Studios & Classes**

Group fitness studio programs often have lower maximum occupancies, operating on a first come, first serve basis. Other times, there are programs requiring registration due to limited space or equipment. Please direct questions about registration to the Membership Services team.

- Please allow the previous class participants to vacate the space before you enter.
- Listen to the announcements from the fitness instructor prior to class.

- Keep your water bottle and towel secured so it will not become a tripping hazard or spill, causing an interruption to the activity.
- Remember that classes are offered in a group setting. Instructors must provide programming that serves a majority of participants. Do not interrupt the instructor during exercise, except in an emergency, as this can be distracting. If you need modification or assistance, please raise your hand or discuss after.
- Wipe any equipment you used with a towel and the supplied disinfectant.
- Put away all the equipment where you found it, especially if you brought it from another room. It is common courtesy to all members and instructors.
- Be positive. If the class you just took is not for you, remember that we have over 100 classes each week to choose from with a wide variety of instructors.

### **Swimming Pools**

- Take a shower prior to entering either pool.
- Follow the rules of use for lap swimming, open pool, and classes.
- Only use the pool during 125 LIVE designated times, even if the pool is empty. The pool operates on a schedule, and 125 LIVE members and guests are required to stay within our scheduled hours.

## **125 LIVE Policies and Procedures**

### **Code of Conduct**

Members and guests are expected to conduct themselves in a polite, respectful, considerate and cooperative manner at all times while participating in programs and services provided or sponsored by 125 LIVE. Acts of violence, disrespect for authority, un-sportsmanlike conduct, misuse or abuse of the facility or equipment, or use of foul language or gestures will not be tolerated. 125 LIVE reserves the right to remove patrons from facilities, programs and services via suspension periods determined by the 125 LIVE leadership team.

### **Competitive Behavior**

125 LIVE offers many activities and groups that involve some level of competition (e.g.; card games, billiards, and ping pong). Even with varying skill levels and abilities, the main objective is to have fun and enjoy one another's company. Good natured competition enhances the game as long as good sportsmanship is practiced. Be patient and encourage teammates and opponents. Don't be degrading, critical or demanding. If competitive play is of interest to you, please contact our program coordinator to see if a separate group could be formed in which more competitive play may be expected by the group.

### **Disorderly Conduct**

Disorderly conduct is unacceptable and will be sufficient cause for removal from 125 LIVE. Disorderly conduct includes (1) brawling or fighting; (2) disturbing an assembly; (3) engaging in offensive, obscene, abusive, boisterous, harassing, or noisy actions or using offensive, obscene, threatening or abusive language which may harass or arouse alarm, anger, or resentment in others; (4) carrying on in a manner that is negative, non-cooperative, or disrespectful; or (5) bullying (6) not welcoming new participants/others to activities and/or activity areas.

### **Group Conduct Expectations**

Multiple social groups exist at 125 LIVE, some of which have designated leaders to assist staff in development and implementation of activities and programs. The group leader will serve as a liaison between participants and 125 LIVE management.

It is expected that all group leaders and 125 LIVE volunteers adhere to the policies established in their job description. It is an expectation that all communication, fundraising, purchases, special events and outside activities adhere to 125 LIVE standards and be approved by the 125 LIVE management team (*reference petitions, surveys, fundraising, and solicitations policy on page 20*)

## **Inappropriate Behavior**

Inappropriate behavior includes any behavior that is disruptive to the participants, volunteers or staff of 125 LIVE, including but not limited to:

- Violation of 125 LIVE policies
- Solicitation for personal or improper purpose
- Disorderly conduct
- Any crime, misdemeanor, or violation of City of Rochester ordinances
- Indecent exposure
- Offensive, shouting, loud or abusive language
- Physical or threatening harm to self or others
- Threatening or intimidating behavior
- Offensive hygiene
- Theft of or damage to 125 LIVE property

If you feel uncomfortable by the language or behavior of others, please immediately notify Membership Services. Individuals demonstrating inappropriately competitive behavior, disorderly conduct or inappropriate behavior may expect the following:

1<sup>st</sup> Offense- Asked to leave the facility and may not return for 24 hours.

2<sup>nd</sup> Offense- Will be suspended from the activity until further notice.

3<sup>rd</sup> Offense- 125 LIVE membership/participation privileges revoked.

Please note that the above steps are subject to internal review and if the disorderly conduct or inappropriate behavior is deemed to be egregious, 125 LIVE leadership reserves the right to escalate the action taken upon the member, even if there have been no prior offenses.

## **Alcohol / Controlled Substances**

Alcohol and/or controlled substances may not be brought on site. Persons who are intoxicated will be asked to leave.

Alcohol may be served and/or sold at sponsored activities or events hosted by 125 LIVE. In such case, moderate consumption is allowed and enforced (in accordance with 125 LIVE's liquor license).



## **Animals**

Only service animals wearing a properly issued service vest and trained to assist an individual with a disability are permitted in 125 LIVE. Exceptions may be made for special programs and situations at the discretion of staff. 125 LIVE follows the MN state guidelines regarding service animals

## **Cell Phone Usage**

Use of cameras, cell phone cameras, video or still photography is PROHIBITED in all fitness areas, including the swimming pools and locker rooms out of respect for personal privacy. Out of consideration for other members, you are required to move to a public area to take and make phone calls. Unless otherwise directed, only 125 LIVE staff are authorized to take photos of activity participants in accordance with the member agreement. If you do not want to be a part of these publications, you must remove yourself from the photo opportunity at the time the photos are taken.

## **Dress Code**

The 125 LIVE dress code is designed to ensure that all members and guests feel welcome and comfortable. The goal of 125 LIVE is to provide a safe, non-intimidating, and inclusive environment where adults can feel comfortable regardless of their age, body shape and body size. 125 LIVE expects all members to wear comfortable attire when participating in all activities. 125 LIVE staff reserve the right to determine what attire is appropriate and is in the best interest of the participants.

### **UNACCEPTABLE CLOTHING:**

- Cut-off shorts or jean shorts
- Bare-midriff tops
- Revealing open-back tops or open back tank-tops
- Sheer/lace see-through type tops or shorts
- Wearing only a sports bra without a top
- Large or bulky jackets, bags or accessories that may pose a tripping hazard (*Please see DAY USE LOCKER for information regarding storage of personal belongings on page 18*).

## **Footwear**

Appropriate footwear is required while in the fitness center, group fitness studios, and throughout 125 LIVE. To reduce the potential for infection transmission, clean, dry shoes are required in the fitness center and gymnasium. Exceptions include fitness classes where shoes are not worn (i.e. yoga). The following shoe types are not acceptable and deemed unsafe for fitness activities

- Dress shoes
- Street shoes
- Open-toed and or backless shoes
- Boots of any kind
- Crocs and flip flops

It is imperative that all members bring a separate pair of shoes to wear for all fitness related activities, especially during cold weather months. This will help reduce the potential hazards involved with wet/dirty floors caused by snow, salt, sand, dirt and other weather-related elements.

## **Emergencies**

When the alarm sounds or when notified by staff, please follow directions promptly. Evacuation routes can be found near the light switch in every room throughout 125 LIVE. If you have questions regarding emergency protocols, please do not hesitate to check with Membership Services.

## **Food & Beverages**

Water bottles and covered sports drinks are allowed in all fitness areas. Coffee is not allowed in fitness center or fitness studio. All other food and beverages are to remain in designated eating areas or meeting rooms. It is the responsibility of the participants to clean up the area used. The commercial kitchen is governed by special food and beverage policies. Use of this kitchen must be approved by 125 LIVE staff and meet all designated requirements.

Members / guests may bring food or drinks (homemade or purchased) to enjoy during the activity, including supplying own coffee maker, coffee and cups. 125 LIVE does not provide amenities to store or heat food/drink items. All serving ware and utensils must be provided by the member or guest.

## **Guest Policy**

Non-members may utilize a guest pass provided by a member or staff up to three (3) times per calendar year. After reaching the limit, individuals will be required to pay for a daily pass or sign-up for a membership. Reduced-rate memberships are available for those in need. Existing members may also request up to three (3) guest passes per calendar year to participate in activities outside the scope of their membership. This does not apply toward fee-based activities.

## **Indecent Exposure**

Indecent exposure, including the removal or adjusting of clothing in a way that causes exposure while in any area where such exposure may be viewed by another, is unacceptable.

## **Independence**

125 LIVE is designed to serve independent adults. Participants are expected to provide their own personal care including hygiene, toileting, continence, feeding, and mobility. Participants are expected to be capable of independent decision making, independence into & out of the building, and capable of planning their own activities. Those with special needs and/or limited capabilities, whether mental or physical, may need to bring a caregiver adult or personal care attendant with them to provide the special assistance that is necessary. Anyone acting as a caregiver for another member must check-in at the Membership Services desk and be assigned a caregiver pass. 125 LIVE is not responsible for providing assistance with medication and other personal health & medical care.

## **Injury**

If you are injured while on the premises, you are required to see staff immediately. A 125 LIVE team member will provide or arrange for the appropriate medical assistance or attention. It will be necessary to complete an **Incident Report Form** that will be documented and stored in the member's file.

## **Lockers - Day Use**

For your convenience, **Day Use Lockers** are available in several areas of the facility. These lockers are for use while you are visiting 125 LIVE and are not intended for long term use. All day use lockers will automatically unlock at the end of each business day. 125 LIVE is not liable or responsible for any lost, stolen or damaged personal property, whether from lockers, vehicles or other locations on the premises or at off-site program locations. At no time should personal supplies / equipment be stored in rooms or cabinets, except for the pottery studio.

### **TO LOCK LOCKERS:**

- Place your items in an available locker.
- Press C (clear)
- Enter any 4-digit code of your choice
- Press the “key” symbol.

### **TO UNLOCK LOCKERS:**

- Press C (clear)
- Enter your 4-digit code you used to lock the locker.
- Press the “key” symbol.

### **Lockers - Rentals**

Lockers are available for art, billiards, and fitness with a \$15 refundable key deposit:

- Billiards: One time \$30 annual payment
- Floor to ceiling art/ fitness: \$15 monthly payment or one time \$150 annual
- Upper/lower art/ fitness: \$10 monthly payment or one time \$100 annual

Monthly locker rentals must be set up as an electronic transfer of funds. Duplicating keys is prohibited and subject to membership suspension or termination.

Lockers will be assigned by a 125 LIVE Membership Services staff as available. Requests for locker locations will be considered for members with accessibility needs.

All unpaid lockers will be emptied after expiration and placed in lost and found for up to ten (10) days. Unclaimed items will be either disposed of or donated. Absolutely no flammables or unrelated items to the activity shall be stored in the locker.

125 LIVE staff reserves the right to inspect lockers without notice to the member.

### **Loitering**

125 LIVE observes a no loitering policy for non-members. Individuals are not allowed to loiter in any of the gathering spaces within 125 LIVE and the Recreation Center. Loitering is defined as lingering aimlessly, wasting time, and/or passing time in an idle manner. Entrances, doorways, and stairs must be kept clear at all times. Please note, 125 LIVE members are welcome to pass time in the library/lounge area and other common lounge and waiting areas, in addition to outside of the room that their upcoming activity will take place.

Sleeping/napping on the premises is not permitted.

## **Lost & Found**

Items left behind in activity areas or in lockers will be placed in the 125 LIVE lost and found. If you have misplaced an item, please inquire at the Membership Services desk. Items left at 125 LIVE will be held until the end of the month at which point they will be placed in a community space for members to retrieve their lost items. All items remaining at the end of the month will be donated to a local charity.

## **Noise**

Multiple activities take place at the same time. If your program is disruptive to another group, you may be asked to keep the volume down. Cell phones are allowed in 125 LIVE activity areas; however, staff ask that you please be respectful of the individuals and activities around you. Please step out of the room and keep calls short and quiet if you need to answer the phone during your activity. During presentations or classes, please turn your cell phone off or turn to vibrate (*reference cell phone policy on page 15*).

## **Non-Discriminatory Practices**

125 LIVE is open to all with a focus on enriching the lives of active adults. The facility is ADA accessible, and no one will be refused access to programs due to race, color, creed, religion, national origin, sex, sexual orientation, marital status, physical or mental disability or receipt of public assistance. 125 LIVE will provide assistance and accommodations for disabilities to the extent required by law.

## **Parking and Entrances**

ADA accessible parking is available near both the main level entrance, as well as the Recreation Center. Members and guests may park in whichever of these locations is most convenient.

The main level entrance leads you to the Membership Services desk, where our Membership Services staff are available to assist you a variety of needs. At this desk, potential members can join 125 LIVE, members can register for programs, events and activities and purchase concessions. The main level is also home to art studios, fitness center, locker rooms, swimming pools, art galleries, kitchen and meeting / conference rooms available for rent.

The areas available in the lower level are the gathering space, library, billiards room, fitness studio 3, the game room, the Technology Learning Center, and the Cedar Room.

## **Petitions, Surveys, Fundraising, Solicitations**

Should you wish to circulate a petition or survey, distribute literature, sell tickets for an organization or event, raise funds, solicit in-kind donations on behalf of the organization, or take pictures within 125 LIVE, you must obtain prior written approval from 125 LIVE leadership.

## **Photography Waiver**

By entering the 125 LIVE facility or participating in any outdoor or offsite associated events, you are giving permission to 125 LIVE to use your name, photograph, video/audio recordings, profile and/or story in any publications, web pages, and other promotional materials produced, used by, and representing SCS, Inc. including, but not limited to annual reports, brochures, email, DVD, annual appeals, and website. The circulation of the materials could be worldwide and there will be no compensation to you for this use. If you do not want to be a part of these publications, you must remove yourself from the photo opportunity at the time the photos are taken.

## **Program Participation and Registration**

125 LIVE offers a variety of social, wellness and educational programs. Members will receive a weekly newsletter e-mail and will have schedules available onsite for all activities. In addition, all program information will be available on our website at [www.125livemn.org](http://www.125livemn.org). Participants need not hold a 125 LIVE membership to participate in certain registered programs that are open to the public. A non-member rate may apply. Register online at [www.125livemn.org](http://www.125livemn.org), via e-mail at [membershipservices@125livemn.org](mailto:membershipservices@125livemn.org), by phone at 507-287-1404 or in-person at the Membership Services desk.

## **Safety**

Notify a staff person immediately if you experience chest pains, dizziness, excessive shortness of breath, or any other discomfort during your activity, exercise session or class. If you have a medical condition that may be triggered or intensified by exercise or certain activities, please have your medication available to be self-administered.

## **Staff Areas**

Unless directed by a 125 LIVE staff member, group leaders, volunteers and program participants are not permitted in staff offices, behind the Membership Services desk, staff work rooms, storage area or staff lounge.

## **Televisions and Music**

Televisions and music are available in most rooms. If you desire to change a television channel or music station, please be sure no one is currently watching or listening to that particular channel or station. 125 LIVE staff are responsible for turning on the televisions and making channel / station changes.

## **Theft / Damage to Property**

Intentional damage and/or defacement of materials, furnishings, equipment or premises, or attempts at theft will be prosecuted according to Minnesota Statutes 609.541. Clipping coupons, cutting articles out of magazines, removing pages from any books or magazines, hacking or altering computer settings, writing on, scratching or in any way damaging materials, furniture, or facilities are included in this policy.

## **Tobacco Use; Chewing Tobacco, Cigarettes, e-Cigarettes, Vaporizers**

125 LIVE is smoke-free and tobacco-free. Smoking or the use of any tobacco products (e.g.; cigarettes, e-cigarettes, cigars, chewing tobacco, snuff, pipes, etc.) is not permitted in or on the 125 LIVE and Recreation Center properties.

## **Towels**

125 LIVE does not provide towels. You are responsible for bringing your own towels. Cloth towels are provided for wiping down machines only. Please leave used towels in the designated used towel bin in each of the fitness areas after use. Those who intentionally remove towels from the facility may be subject to theft policies.

## **Weapons**

Weapons, including but not limited to guns, knives, sticks, clubs, bats, nunchaku, and throwing stars are prohibited at 125 LIVE and the Recreation Center.

## **WiFi Usage and Password**

WiFi: 125 LIVE Guest | Password: 125internet

These policies are intended to make members, visitors and guests feel welcome and to provide reasonable rules of behavior for the benefit of all. 125 LIVE staff may require a patron to leave the premises, call the police or ultimately ban a patron from 125 LIVE for noncompliance. If you observe behavior which does not meet our rules, regulations and policies please contact a 125 LIVE staff member immediately.

125 LIVE staff reserve the right to change the policies and procedures and guidelines as deemed necessary for the safe and functional operation of the facility.