

## **Appropriate Library Behavior Policy Sheet**

### **Disruptive behavior that is prohibited in the library includes, but is not limited to:**

- Running, shouting and/or roughhousing or cursing, obscene or abusive language
- Throwing objects of any kind or using a weapon to threaten anyone
- Vandalizing, altering, or theft of library property or facilities
- Fighting or challenging to fight or threatening another patron or staff member
- Selling, soliciting, surveying, distributing written materials, panhandling or canvassing for any political, charitable or religious purposes inside a library building, doorway or vestibule without prior authorization of the Library Director or designee.
- Engaging in any sexual activities or conduct.
- Interfering with the safe and free passage of library staff or patrons on the premises, including but not limited to the placement of objects in hallways, aisles, flooring or elsewhere in a manner that impedes the free passage of such persons about the library.
- Bringing any animal into the library except service animals.
- Entering non-public areas of the library without permission.
- Being under the influence of alcohol/illegal drugs and selling, using, or possessing alcohol/illegal drugs, or, smoking, chewing, and other tobacco use in Library facilities, including e-cigarettes.
- Running or physical games in the library. Skateboarding, playing ball or other physical games on the walkway or in the parking lot of the library.
- Congregating in groups around public access terminals. Only those using a public computer, or those searching for books via the card catalog, are allowed to be seated/standing near the terminal in use. Cramped spaces near terminals prohibit multiple users from being at a single terminal. Exceptions may be made for two people working together on a project or a parent working with a child. Headphones must be used for audio playback. Chatter should be kept to a minimum so as not to disturb others.
- Consuming food or drinks in unauthorized locations within the library. Food or drinks may be consumed in the tiled meeting room or seating areas. Only lidded/capped beverage containers are acceptable at seating areas, but may not be opened near computers or books. All trash and crumbs must be deposited in provided trash receptacles.
- Creating a disturbance for other patrons. A reasonable level of quiet needs to be maintained for those studying; please set cell phones on vibrate, keep voices down, and take cell phone calls outside, or in the vestibule. We ask that parents encourage children to maintain reasonable quiet while in the main library areas and that should a child become overly agitated, the parent remove them from the library until they calm down.
- Creating a hazardous or physically offensive condition - including unpleasant body odors or excessive perfumes that may offend other library customers as well as infested clothing or personal effects is unacceptable. Shirts and shoes must be worn at all times and patrons may not sit on chairs with wet clothing or bathing suits.
- Any illegal activities under state, federal or local law.

Please see side 2 for processes used to deal with infractions....

In order to ensure that all patrons are able to use and enjoy the library we must insist that the above listed rules are followed. If patrons are unwilling to abide by the library's behavior guidelines, they will be asked to leave the building.

The public library does not provide after school care, nor do we supervise the whereabouts of students. Unattended children/teens that are not willing to abide by the above guidelines may have a parent called to come and get them. Repeated infractions may cause the library to insist on outside supervision when the patron visits the library, or, may result in being banned from the library.

Any patron who is banned from the library due to conduct issues may appeal in writing to the Library Trustees within 30 days of such event. They will be added to the agenda of the next regularly scheduled board meeting to discuss the determination.

I have read and understand the above guidelines.

\_\_\_\_\_

Adult Signature

\_\_\_\_\_

Child/Teen Signature

Parent Name (needed if a child or teen has been given a copy of this policy...please print)

\_\_\_\_\_

Home phone \_\_\_\_\_ Work phone \_\_\_\_\_ Cell Phone \_\_\_\_\_