

In order to provide an environment in which all patrons may safely and freely use and enjoy the library, some expectations regarding patron conduct must be enforced. All patrons observing proper conduct in the library are allowed to freely make use of the library. Those whose conduct is disruptive to library operations and other patrons' use of the library may have the privilege of using the library abridged or denied to the extent necessary to deal with the problem.

No list can be exhaustive, and any conduct which disrupts the library is prohibited. However, conduct, which may lead to denial of library privileges includes, but is not limited to, the following:

- damaging library property
- threatening or harassing patrons or staff members
- possession of a weapon unless in performance of official duties
- bringing animals into the library except those needed to assist a disabled person
- eating or drinking
- smoking
- playing of audio equipment so that others may hear it
- talking loudly enough to disturb others
- body odor so offensive as to disturb others
- soliciting or selling items in any public area, and in staff areas unless authorized by the senior staff member on duty
- anything which may be reasonably expected to result in injury to self or others
- any illegal activity

Patrons indulging in improper conduct may be asked to cease that conduct, to move to another location or activity, or to leave the library; severe or recurring problems may be dealt with by barring use of the library to the individual involved, or by making library use conditional. In general, the least restrictive means which effectively deals with the conduct should be employed. Minor problems should be dealt with by the staff member observing it; more serious or recurring problems should be handled by the senior staff member on duty. Only the Director

or library board may bar an individual indefinitely from use of the library. Police should be called when conduct is illegal, when it poses a threat to the library or an individual, or when an individual refuses to leave the library when asked to do so.

When any serious incident or one in which an individual is asked to leave the library occurs, the senior staff member on duty will prepare a written account for the Director by the end of the next working day.

Adopted 5/2003