

Code of Conduct

(Approved 12/10/2020)

The following Code of Conduct has been adopted by the Library Board of Trustees to ensure a safe and pleasant environment conducive to learning.

Conduct not permitted includes:

1. Any illegal acts or conduct in violation of federal, state, or local law, ordinances, or regulations, as well as carrying weapons of any type, possessing or being under the influence of alcohol or illegal drugs, sexual activity, and disorderly conduct.
2. Any loud, unreasonable, and/or disturbing noises created by persons or devices (such as cell phones).
3. Any hostile or threatening behavior, including, but not limited to, the use of profanity or abusive language, fighting, challenging someone to fight, or harassment of any kind.
4. Any behavior that is disruptive to library use, including, but not limited to, consuming food or drinks not authorized by library staff, monopolizing or obstructing space or equipment, offensive body odor due to lack of personal hygiene, running, pushing, rough play, unauthorized solicitation, or unauthorized animals.
5. Misuse of library material or property, including, but not limited to, destruction or theft of property, viewing pornography, skateboarding or roller skating on library property, improper use of restrooms (e.g. bathing, meetings, loitering, or solicitation), using non-public areas, or using parking areas or other property in an unauthorized or improper manner. Vehicles parked improperly are subject to being towed at the owner's expense.
6. Adults using children's area. These areas are for children and caregivers only.
7. Parents or caregivers who allow children to engage in disruptive behavior.
8. Leaving children 11 years or under unaccompanied and unsupervised in the library. A parent or caregiver aged 16 or older must physically accompany all children 11 years and under.
9. Not wearing shoes or shirts in the library.
10. Use of tobacco products or vaping in indoor areas, entrance ways, patios or porches.
11. Sleeping

12. Abandoned items, such as bags or packages. All personal items are the sole responsibility of the owner. Library staff reserve the right to remove any unattended items from library property.

Enforcement of Rules of Conduct

Library staff members are empowered to evaluate and respond to individual or group behavior, ensuring safety and security for patrons and staff, as well as maintaining an environment conducive to the library's mission.

The library reserves the right to eject from the library property, report to police, and/or refuse further admission to those individuals who engage in unacceptable activities, or in any way violate the rights of library staff or users.

Any staff member may eject and suspend a patron for a one-day period.

Management may issue a suspension for up to one month.

The Library Director (or his/her designee) may issue a trespass notice through local law enforcement agencies, which mandates a permanent ban.

Notice of trespass will be issued by a law enforcement officer in keeping with their procedures. Anyone who receives trespass notice will also be given documentation by the Library stating the reason(s) for the notice and the appeal process.

The person receiving notice of trespass wishing to appeal the notice must submit a request for a hearing to the Board within five business days of receiving the notice. The Board of Trustees of the Library will then place the hearing on the agenda at the next Board meeting.

Staff members are guided to evaluate the need to enforce the Code of Conduct based on behavior in a fair and equitable manner.