



## Rules of Conduct Policy

The Board of Trustees believes that staff and patrons of the Library have the right to use materials and services without being disturbed or impeded by others. Patrons violating these Rules risk being asked to leave or being barred from the Library and its properties.

1. Disruptive behavior that hinders others use of the Library is prohibited. This includes, but is not limited to, loud or boisterous conduct, threatening behavior, verbal or physical harassment, drunkenness, and fighting.
2. Indecency, including improper public internet use, is not permitted.
3. Seating in study rooms, at tables, and chairs is limited to the amount of persons for which the furniture was designed.
4. The Library is a smoke-free campus. Smoking and vaping of any products is prohibited on Library grounds.
5. Light snacks, such as an apple or crackers, are allowed in the Library, except for designated areas.
6. Non-alcoholic, covered drinks are allowed, except for designated areas.
7. The volume of cell phones and other electronic devices must not disturb others.
8. Sleeping is not permitted in the Library.
9. Shirts and shoes are required and clothing must cover body parts to comply with decency norms.
10. Public restrooms may not be used as laundry or bathing facilities, nor as a gathering places.

11. Service animals are allowed in the Library. Animals may not be left unattended on Library property.
12. Selling products or services and soliciting donations is not permitted on Library property.
13. Campaigning, petitioning, proselytizing, taking surveys, distributing handouts, or soliciting for any cause is not permitted on Library property.
14. Parents are responsible for their children while visiting the Library. Children under the age of 9 must be accompanied and directly supervised by a parent or responsible caregiver age 14 or older at all times while on Library property. Children ages 9 and older are permitted to be in the Library without the direct supervision of a parent or responsible caregiver. Adults unaccompanied by children may be asked by staff to use the facilities, services, and equipment in the adult focused areas of the Library.
15. Staff cannot serve as active guardians or direct caregivers to vulnerable adults or patrons of any age with special needs.
16. The possession of a weapon on Library property is prohibited except for sworn law enforcement officers.
17. Violation of federal or state laws or local ordinances is not be permitted on Library property. Any types of threats, harmful actions, theft, vandalism, and mutilation of Library property are criminal offenses which may result in prosecution. The Library reserves the right to inspect all bags, purses, briefcases, backpacks, and other such items when staff members have reason to believe that this rule has been violated.
18. The Library is not responsible for personal belongings that are left unattended.
19. Patrons are not permitted to enter unauthorized areas of the building, to remain in the building after closing, or when requested to leave.
20. Patrons are not permitted to damage or alter any computer system hardware or software configurations or otherwise violate the Library's Computer Use policy.
21. Patrons are not permitted to be under the influence of alcohol or drugs or in possession of alcohol or illegal drugs.
22. Patrons whose hygiene or personal effects are offensive to others may be required to leave the building and may return when the problem has been corrected.
23. The failure to reimburse the Library for the value of overdue or lost materials valued in excess of \$300 is a Class 3 Felony. The Library reserves the right to prosecute.