



LIBRARY BEHAVIOR GUIDELINES

The following behaviors will not be tolerated. Engaging in one or more of these behaviors may result in suspension of use of the Library either for a defined period of time or permanently:

- Leaving children unsupervised [see also "Unattended Children Policy"]
- Improper Internet usage
- Verbal altercations
- Harassment
- Physical altercations including assault or violent acts
- Threats of physical harm
- Loitering
- Sexual misconduct
- Theft
- Mutilation of Library property and/or items in the Library collection
- Reconfiguring computer software offered by the Library
- Possession of deadly weapons
- Disruptive behavior
- Vandalism
- Cursing, obscene or abusive language
- Smoking
- Using or bringing controlled substances into the Library or on the grounds
- Placing or "hiding" outside items within the Library building or grounds without obtaining oral or written approval of a Library manager
- Drinking or bringing alcoholic beverages into the Library or on the grounds
- Coming onto Library property while intoxicated or under the influence of controlled substances
- Library management has the discretion to discard personal items left unattended on Library property in order to preserve a safe environment for Library guests and staff
- Any unauthorized vehicle left in the employee parking lot may be towed at the owner's expense.
- Roller-skating, roller-blading, skateboarding, scootering or bicycling beyond uses as transportation to get to the Library to use materials in the building.
- Removing Library materials or equipment without checking these out properly by Library staff at the Circulation Desk or using a Self-Check workstation
- Misusing, damaging, defacing and/or removing without authorization anything from the Library building and grounds
- Soliciting and/or selling without prior approval of Library management
- Running, shouting, and/or roughhousing
- Playing in the elevators or on the staircases, and running in areas where it endangers others
- Disturbing others with loud talking, including during the use of portable phones and other electronic devices
- Distributing leaflets or posting notices not authorized by Library staff and/or the Library Board
- Playing music or other media at a level that is disruptive to other guests and/or Library neighbors.
- Buying, selling, advertising, or trading products or services for cash or other consideration (*except in support of the Library*); political rallies or meetings; religious services or instruction are not allowed on Library property.

- Animals, insects and other living organisms may not be brought into the Library by customers. Trained guide animals are allowed when being used by a physically challenged guest. From time to time, animals, etc. may be used in Library programs with the permission of the Library Director and only under certain conditions that address the safety of guests and care of the facility.
- Eating & drinking outside the Program Rooms and public break areas IS permitted at the discretion of Library Staff.