

# Simpson Memorial Library

## Behavior Policy

The Simpson Memorial Library is committed to providing a friendly and safe environment in which patrons may seek information. We ask patrons to observe the Behavior Policy in order to provide and maintain the library as a community resource for all of those that visit and use the library.

Patrons must be engaged in proper library activities.

While at the library, patrons/visitors MUST:

1. **Be considerate of others.** No offensive or abusive language, profanity, obscenity, raucous laughter, excessively loud talking, racially or sexually harassing comments or behavior, threatening language or other disruptive behavior is acceptable. Physical acts such as hitting, pushing, running, or playing active games are not allowed in the library
2. **Adhere to all library policies.** Patrons must adhere to all library policies including but not limited to the Emergency Health Policy (Coronavirus Guidelines 2020), Internet Policy and other policies. These are available for public perusal both in signage in the facility and upon request of library personnel. Adhere to posted computer rules and signed agreements.
3. **For behavioral, safety and security reasons, children and other dependents requiring supervision or personal care must remain with parents/guardians or responsible caregiver at all times.** If a child is attending a library-sponsored program on the premises, a parent, guardian, or responsible caregiver is to remain on the premises for the duration of the program. Children ages 7 and under must be within the visual contact of a parent, guardian, or responsible caregiver at all times, including during programs and visits to the restroom. Parents, guardians, and caregivers are responsible for the behavior of their children and dependents regardless of age while in the library or on library property. Library staff cannot be responsible for unsupervised minors.
4. **Care for library property in a proper fashion.** Patrons must not deface, vandalize, damage, or improperly remove library materials, equipment, furniture, or signage. Patrons must not move furniture without permission, lay on the floor or sleep anywhere in the facility. Patrons violating this provision shall be responsible for reimbursing the library for cost incurred as a result of the incident. Parents/guardians are financially responsible for any damage to library property caused by their children or dependents.
5. **Only remove library materials through authorized channels.** Library materials may only be removed from premises through established lending procedures.
6. **We request that you leave any firearms, weapons, or such devices locked in their vehicles while on library grounds.** Smoking, drugs, alcohol, and weapons are not allowed in the library or on library property.

7. **Not interfere with staff or enter non-patron areas.** Patrons may not interfere with the staff's performance of duties in the library or on library property. This includes conversation or behavior that monopolizes or forces the attention of staff for an inappropriate period of time, inappropriate personal comments, sexual advances or physical and/or verbal harassment. Patrons may not enter staff workrooms, offices, and storage areas without authorization from the Library Director or Trustees.
8. **Not bring food or drink into the library.** Exceptions may be made for special events sponsored by Library Staff, Board of Trustees, or a Friends group.
9. **Not bring pets or animals into the library except for service animals.** This is a safety measure for staff and patrons.
10. **Not sell, advertise, petition, campaign, interview, panhandle or solicit on Library property.** Campaign material, literature or petitions may not be brought into the Library, posted at the library, or left on library property.
11. **Use restrooms in an appropriate manner.** Library materials may not be taken into restrooms.
12. **Turn cellphones off or to silent mode when in library.** Radios, cassettes, or CDs are permitted with use of headphones.
13. **Store skateboards, bicycles, strollers, or other such items in a designated area of the library/grounds.** Patrons must not block walkways, hallways, stairwells, or stacks with personal items, such as backpacks, in such a way that prevents other patrons from entering areas of the library designated for patrons.
14. **Not commit activities in violation of federal, state, or local law, ordinance, or regulation while on library property.** This includes, but is not limited to, assault, larceny, or vandalism). (See Sections 1, 2, 4, and 6)
15. **Be aware of ramifications of non-compliance with this Behavior Policy.** Patrons who engage in illegal behavior in/on the library premises or on the library grounds, or who ignore requests by library staff and volunteers to comply with this Behavior Policy will be asked to leave the library property. Patrons who pose a threat to the comfort and safety of staff and/or patrons, or repeatedly violate this Behavior Policy, may have their library privileges suspended for a time period specified the by the Library Director or Board of Trustees. In some instances, the police may be called and individuals prosecuted.

*Policy Adopted: October 27, 2020*