



Daniel Pierce Library

Patron Code of Conduct Policy

The Daniel Pierce Library Board of Trustees encourages all members of the community to use the library. It is the Board's hope that patrons of all ages see the library as a warm, inviting, and secure place to be. To ensure that all library users are able to utilize the library without unnecessary distractions, each patron must behave in a manner that respects the rights of all users. Library materials and services are available for educational as well as entertainment uses, and patrons should keep in mind that these resources are in the library to be shared by all. Use of the library materials and services should not disturb other patrons.

To allow all patrons of the Daniel Pierce Library to use its facilities and resources to the fullest extent during the regularly scheduled hours, the Library Board of Trustees has adopted the following rules and regulations:

- Patrons shall engage in activities associated with the use of the library.
- Patrons shall respect the rights of other patrons, staff, and volunteers and not engage in loud, aggressive, or threatening conduct, fighting or challenging another to a fight, using profane language or obscene behavior, or engaging in harassing behavior of any kind.
- Food or beverages are only permitted in designated areas of the library. Patrons who consume food or beverages in the library are responsible for any spills, litter, or damages.
- Smoking and vaping are not allowed on library grounds. By law, no person may smoke within 100 feet of library entrances, exits, or outdoor areas, except on private residential property.
- Patrons shall not use or distribute alcohol or illegal drugs in the library. Being under the influence of drugs or alcohol resulting in disruptive behavior is not permitted.
- Patrons shall not engage in illegal activity in the library. This includes any activity deemed illegal in regard to the use of computers and the Wi-Fi network.
- Patrons shall not carry a weapon into the library unless authorized by law. Any patron authorized by law to carry a weapon must notify library staff that they are carrying a weapon.
- Patrons that possess cell phones will be asked to silence the ringer and refrain from talking on their phones during their time at the library, unless they are in a designated area.
- Patrons should refrain from stealing, defacing or marring the library's property, including but not limited to materials, furnishings, and equipment, in any way.

- Patrons should be appropriately dressed when visiting the library.
- Patrons may not leave a child unattended in the library. See **Unattended Children Policy**.
- Patrons of all ages are not permitted to run, rough house, or climb on library furniture or behave in a manner that could pose a danger to themselves or others on library property including the use of skates, skateboarding, or bicycles. The library is not a place for loitering, sleeping, lounging, or lying down.
- Library fines and fees are the responsibility of the library patron and the library may restrict access to programs or services until outstanding balances are paid.
- Patrons shall not bring pets or animals into the library except for service animals.
- Personal belongings cannot obstruct walkways or be stored in a place that would prevent others from using that space. The library is not responsible for unattended items.
- Soliciting, petitioning, or distributing and/or posting materials not approved by library staff is not permitted.
- Committing any act that would violate Federal, State, or local law, ordinance, or regulation shall not be permitted.
- Patrons and visitors are not permitted to enter staff areas, unless permitted for library business.
- Having bodily hygiene or possessions/belongings that are of such a strong odor that it would impede the use of the library by others, including heavily applied scented products, are not permitted.
- Parents, guardians and caregivers are responsible for the supervision of children 12 years or younger at all times while on the library premises.
- Parents or legal guardians, whether present in the library or not, are solely responsible for their children's behavior, safety and welfare, at all times while the children are on the library premises. Persons 17 years old or younger are defined as “children” for the purposes of this policy.
- Parents or legal guardians are responsible for any damages to library property caused, in whole or in part, by their children, regardless of the children's age.
- If a parent designates a 'Caregiver' to accompany a child 12 years or younger, to the library in the parent's absence, the caregiver must be at least 18 years of age and are expected to care for and control the children left in their care, while in the library.
- During epidemics and pandemics that affect library operations, patrons will be expected to follow the recommendations and regulations set forth by local and state government, health officials, and the Board of Trustees and staff. If patrons do not abide by temporary

procedures, including, but not limited to, social distancing, hand hygiene, wearing a mask while in the buildings, abiding by time limits, and not entering restricted areas within the building, they will be asked to leave the library.

Any patron not abiding by the rules or regulations of the library may be required to leave the premises and may forfeit their library privileges. Library employees will contact area law enforcement officials if deemed necessary.

The Library Board of Trustees, on the recommendation of the Library Administration, may deny any patron who violates these rules and regulations the privilege of access to the library. A patron whose privileges have been denied may have the decision reviewed by the Board of Trustees.