



Policy on Patron Conduct

So that the Chapin Memorial Library staff may provide an atmosphere conducive to use of library services and facilities, the public is required to comply with a code of conduct. Participating in any illegal activity or in any of the following activities is not allowed on library premises, including building and grounds.

Patrons/customers shall be engaged in activities associated with the use of public library resources while in the building. Any behavior that disrupts the orderly use of the library is prohibited. This includes, without limitation, behavior that constitutes a nuisance, or presents a safety and/or security hazard or affects the ability of the library staff to provide service to its patrons/customers. The following actions are examples of conduct not allowed on library property.

Disruption of use include, but are not limited to:

1. Possessing weapons of any kind, either concealed or in plain view.
2. Uttering or directing to another person or staff member intimidating, threatening, harassing, argumentative, abusive, unseemly, vulgar, or profane language on library property.
3. Furnishing false information to a library staff member or library representative.
4. Bringing in luggage, duffel bags, bedroll, frame backpack, suitcase, camping equipment or other personal property which creates a safety hazard within the facility or its premises. No more than two bags are allowed.
5. Entering the Library with bicycles, shopping carts, or other bulky items excluding items necessary to assist individuals with disabilities. Bicycles must be parked away from the building and secured at the bike rack.
6. Leaving packages or any other personal items unattended.
7. Sleeping within the facility or on library premises at any time.
8. Putting feet on chairs or tables, putting head on table; reclining or laying on any surface.
9. Disrobing, removing shoes, changing clothing, bathing, or shaving in the library building or its premises.
10. Washing or rinsing of apparel in the library building or its premises.
11. Sexual acts of any kind, sexual harassment, exhibitionism, or exposure in the library building or its premises.
12. Using the library while apparently under the influence of alcohol or drugs, or in a state of intoxication
13. Using the public facilities (the library or restrooms) while in a state of improper attire: Shoes, shirt, and shorts/pants/skirt must be worn. Bathing suits must be fully covered up and dry.
14. Leaving a child **twelve** years of age and younger unattended. All children must be supervised by a person of suitable age, responsibility, and discretion for any length of time.
15. Eating while using library computers or in spaces designated as free from food.
16. Taking library materials into rest rooms.
17. Shipping personal mail and/or packages to the library. All items will be refused and returned to the sender.

18. Engaging in excessive or disruptive conversations, talking loudly, using personal electronic equipment at such a volume, or making ongoing noise that is unreasonably disturbing to other library users.
19. Using amplified audio video equipment in the library building or from its premises without prior authorization.
20. Idly loitering in the library building or on its premises with or without any apparent use of library resources.
21. Engaging in any behavior that a reasonable person would find to be disruptive, harassing, or threatening in nature to library users or staff including stalking, prolonged staring at or following another with the intent to annoy or intentionally behaving in a manner that could reasonably be expected to annoy or disturb other patrons.
22. Mutilating, defacing, or destroying any library property, real or personal.
23. Uncleanliness or offensive personal or bodily hygiene so as to constitute a nuisance to others.
24. Selling, soliciting, surveying, distributing, posting written materials, panhandling, or canvassing for any political, charitable, or religious purposes in the library building, or on library premises.
25. Collecting money from a service provided or selling product while on library premises.
26. Bringing any animal into the library except service animals.
27. Moving any library furniture, equipment, or resources from one location to another without authorization by a library staff member.
28. Violating the Library's Policy on Internet and Computer Use; disabling, circumventing, or breaching library software on public computers and/or misusing library computers.
29. Wearing of skates of any kind, or use of wheeled conveyances, excepting conveyances which services or aid a person physically in need of such conveyance.
30. Entering non-public areas of the library without permission.
31. Adults loitering in the children's room/area without a child.
32. Monopolizing facility equipment, materials, and resources to the exclusion of other patrons for an unreasonable amount of time.
33. Smoking or use of electronic nicotine delivery systems, such as e-cigarettes, on library property.
34. Time limits on use will be enforced. Time limits may be adjusted by staff to meet the needs of all patrons.
35. Removing or attempting to remove library materials, equipment, or property without proper checkout or authorization.
36. Parking/sitting/idling in a manner that misuses handicap parking area or blocks the library bookdrop.
37. Continuing any disruptive behavior or arguing after being specifically and particularly cautioned or warned by Library Staff.
38. Refusal to follow reasonable direction from Library staff, including but not limited to leaving the library during normal closing procedures or following a suspension of Library privileges or refusing to evacuate during an emergency.
39. Engaging in any activity in violation of Federal, State, local or other applicable law, or library policy.

Subject to Search

By entering the library facility, all patrons/customers consent to search. Library staff can search backpacks, bundles, packages, briefcases, purses, totes and other containers. Searches can be conducted upon entering or leaving the library building, in order to protect and preserve the safety and security of property and people using the library.