

Code of Conduct

In public areas, please:

- Conduct yourself in a safe and legal manner while visiting the library.
- Move about the library in a safe manner – be considerate of others by walking rather than running, and avoiding hitting, pushing, or otherwise acting unsafely.
- Speak no louder than a normal conversational tone, and in polite language.
- Communicate with staff and other patrons in a courteous manner, avoiding verbal or physical harassment.
- Turn off the ringer on your cell phone – speaking on your phone is fine.
- Use your portable listening device so that only you can hear it.
- Help us keep the entrance area clear. The outside area, including our bench, is for short-term use, such as finishing a food item, or waiting for a ride.
- Secure your bicycle at our rack, and feel free to bring in strollers.
- Secure food or tobacco products in a bag or other container.
- Bring only nonalcoholic beverages into the library, and keep them in covered containers.
- Avoid giving offense to others due to your personal hygiene.
- Keep your shirt and shoes on
- Remain awake, if at all possible. If you are feeling ill, please let us know so we can get you medical help.

In our public restrooms, please:

- Use our restrooms courteously, with the comfort of others in mind.
- Remember that our restrooms are for general public use, and it is not appropriate to bathe, wash personal items, or smoke in them.

In general, please:

- Remember that the library is for everyone's use, not only yours.
- Activities that compromise the comfort and safety of others may require corrective action. This may include dismissal from the library premises for a time to be determined, depending on the nature of the improper or offensive conduct.
- When necessary, the police department provides assistance in dismissal actions of this type.

Children and parents, please:

- Be sure that you or another responsible person at least 14 years old accompanies your child under the age of eight while using the library.
- The Parental Responsibilities Policy has more details on what we require concerning accountability for your children while they use the library.

If you fail to comply with one or more of the library's established policies on public conduct, we may be forced to suspend your library privileges. If this happens, the Library Director will give you written notice informing you of the period of suspension and the reason(s) for which it is being imposed. You may appeal a suspension of privileges in writing to the Board of Trustees, not later than its next regularly scheduled meeting following the date of the written notice of suspension. You will serve any period of

suspension will be served, pending action by the Board of Trustees on your appeal. The library is prepared to seek other remedies under the law, including prosecution, as necessary.