

## Appropriate Library Behavior

1. Drinking of non-alcoholic beverages is permitted in the library except by the computers. Consumption of food is limited to pre-packaged snacks or wrapped items that are consumed by an individual and are not damaging to library collections or furnishings. No outside delivery of food is permitted with the exception of meetings held in the meeting room. Patrons must discard all trash in appropriate containers, immediately report spills to staff, and leave all areas clean for use by others.
2. Use and/or display of all tobacco, smoking, or vaping products, including e-cigarettes, are prohibited throughout the municipal building and on the grounds of the municipal building.
3. Those who steal, damage or deface library materials or property may be prosecuted. Parents are liable for damage done by a child under the age of eighteen.
4. Improper use of restrooms, including, but not limited to, bathing, shaving, hair trimming, and laundering is prohibited.
5. Blocking the aisles, walkways, or entryways is prohibited. Disruptive groups congregating inside or outside the library will be required to disperse.
6. Bicycles may not in any way interfere with entering or exiting the library. They should be parked in the bicycle rack in the east parking lot.
7. Items carried into the library, such as backpacks, must be stored out of pathways and within reach of the owner. Athletic equipment such as skateboards or in-line skates may be carried into the library, however, they may not be used in the library.
8. Threatening, harassing, abusive, or intimidating language or behavior will result in immediate expulsion from the library and possible legal action.
9. Creating a disturbance by making noise, talking loudly, whistling, singing, using profanity, running or engaging in other disruptive behavior is prohibited. This includes stalking, prolonged staring at or following another with the intent to annoy.
10. Using personal electronic equipment in a manner that annoys or disturbs other patrons and staff or interferes with library service is prohibited.
11. Cell phones should be set to low volume, silent (vibrate) or turned off when entering the library. Extended conversations that might disturb other patrons should be taken outside. Patrons who need to simultaneously use their phone and a computer should limit themselves to short, quiet phone calls.
12. Animals, other than service animals, are not permitted in the library, unless as a part of a program authorized by the Library Director.
13. Patrons sleeping in the library may be awakened by library staff if there is concern for the patron's health or well-being, or if the patron's sleep is disturbing others. Sleeping in the library for extended periods is prohibited.
14. No patrons shall carry, possess or transport a weapon in an open or concealed manner. Weapon includes but is not limited to a handgun, an electronic weapon, a knife, or a billy club.
15. Appropriate attire is required. Shirts and shoes must be worn in the library.

Everyone has the right to use library resources provided their behavior does not interfere with the rights of others to do the same.

Behavior which violates library policy, interferes with the use of the library by others or interferes with staff in the conduct of their duties is not permitted. Patrons engaging in such behavior may be asked to stop the behavior and/or may be asked to leave the library. Library staff have the authorization to determine if a patron should leave the library. The police may be called. The patron's library privileges may be revoked. Unlawful activities will promptly be reported to the appropriate law enforcement authorities.

Patrons shall cooperate with library staff who must interpret and apply rules and policies. Upon request, patrons shall be required to provide their correct name.

Entrance to this public library indicates that you are willing and able to act courteously toward all other persons here, act respectfully with regard to public property, and follow all library rules.

**Approved at June 1, 2021 meeting of the Clear Lake Public Library Board of Trustees**