

## **Patron Conduct Policy**

All Library Users are asked to be respectful of each other and behave in a manner that doesn't disrupt other Library Users or interfere with the normal operation of the Library.

Covered drinks are permitted in the library but not while using Library computers or equipment.

Cell phone calls should be taken in the vestibule whenever possible. Please keep cell phones on vibrate.

For the comfort and safety of patrons, volunteers and staff and the protection of Library property behaviors not permitted in the library include, but are not limited to, the following:

Engaging in any activity that is in violation of Federal, State or local law. If a library staff member suspects any criminal activity, the staff member will immediately call the police department.

Soliciting library patrons or staff for donations, purchases, etc.

Buying or selling goods or services of any kind

Passing petitions to library patrons, conducting unauthorized surveys, distributing pamphlets or other materials directly to library patrons or staff

Using audible devices without headphone or with headphones set at a volume that disturbs others.

Creating excessive noise

Using threatening, intimidating, or abusive language

Abusing or intimidating library staff, volunteers or patrons

Sexual harassment of library staff, volunteers or patrons

Possessing, selling, or being under the influence of alcohol or illegal drugs

Smoking, chewing, and other tobacco use on Library property

Overt sexual behavior

Bringing weapons, simulated or real, into any library facility

Using skateboards or skates

Fighting or other rowdy behavior such as pushing, shoving or throwing things

Bringing pets or animals, other than service animals necessary for disabilities, into the Library, except as authorized by the Librarian

### Stealing or damaging Library property

Entering or being in the Library barefoot, without a shirt, with offensive body odor or personal hygiene, or being otherwise attired so as to be disruptive to the Library environment.

If a patron is creating a disturbance or causing problems in the library, staff and /or local law enforcement will intervene to stop the prohibited activities and behavior. Failure to comply with the Library's rules and policies could result in removal from the premises and exclusion from the Library for a period of one day to one year. Violations could also result in restriction of Library privileges, including use of the Library computers and other equipment.

The patron may appeal the decision to the Board of Trustees (exclusion of certain persons from the library is permitted under 75 ILCS 16/30-55.55). The Library Director or, if appealed, the Board of Trustees will determine the time period for which a patron is excluded from the library.