

Alice Baker Memorial Public Library

CODE OF CONDUCT POLICY

The Board of Trustees [Board] of the Alice Baker Memorial Public Library [Library] is committed to providing a safe, welcoming, and pleasant environment for all library customers. In order to ensure this environment, the Board has adopted a Code of Conduct Policy.

Each customer has a responsibility to ensure that the Library is a safe, welcoming, and pleasant environment for all. All conduct materially disrupting use of Library facilities and property, collections, services or behavior defined as unacceptable is prohibited.

Examples of disruptive or inappropriate behaviors include, but are not limited to:

- Any illegal activities
- Behaving in a disorderly, rowdy or boisterous manner
- Using offensive language or gestures (i.e. profanity, sexual references, or middle finger)
- Harassing, threatening, or using behavior or language that is abusive, intimidating, or disrespectful, which may include unwanted conversation, photographing, staring at, stalking.
- Engaging in excessive displays of affection or any sexual contact, activities, or conduct
- Soliciting commercial goods or services in the Library
- Loitering on Library premises, or impeding Library access for others
- Entering an unauthorized area, remaining in the Library after closing, or when requested to leave during emergency situations.
- Damaging, defacing or misusing Library materials, equipment or facilities
- Failure to dispose of all trash or failure to remove all traces of food or drink
- Smoking, tobacco or electronic cigarette use
- Possession and/or use of alcoholic beverages
- Shaving, bathing or laundering of clothes in public restrooms
- Not wearing sufficient clothing, including a shirt or shoes
- Personal hygiene which disrupts others from using the Library facility, collections or services
- Prolonged or chronic sleeping
- Using skateboards, scooters, rollerblades and/or similar toy/sport items in the Library facility
- Use of electronic items that disrupt others
- Soliciting donations, distributing literature, or collecting petition signatures inside the building.
- Pets, except service animals
- Engaging in behaviors in the Library Facility or on Library property which create a safety hazard.

Library customers are encouraged to report disruptive behaviors immediately to staff so steps can be taken to correct the issue. Library staff will make every effort to immediately address issues and complaints.

Library staff have the authority to issue an immediate and temporary ban from the Library facility and/or property at their sole discretion (up to forty-eight (48) hours per incident). Library staff are encouraged to contact law enforcement if they require assistance.

The Library Director or designee has the authority to issue extended bans from the Library facility and/or property at their sole discretion (up to one (1) year per incident).

A library customer may appeal an extended ban from the Library Facility and/or property to the Alice Baker Memorial Public Library's Board of Trustees at its next regularly scheduled meeting. The Board's decision shall be final.