

## **PATRON BEHAVIOR & RULES OF CONDUCT POLICY**

---

### *Patron Behavior*

The Saratoga Springs Public Library is open to everyone; all are welcome to use the Library's services and resources. In order that all library users may have a pleasant library experience, users are expected to respect the rights of others and to adhere to the following behavioral rules. This policy applies equally to children and adults. Adults are responsible for providing proper supervision of children, under 8 years of age, while in the library.

The Library's rules of conduct are intended to maintain a considerate and orderly atmosphere, preserve easy access to Library services and resources, and to protect Library property. People who willfully violate these rules are subject to exclusion from the Library; egregious violations may result in immediate exclusion or in a longer exclusion than indicated in these guidelines.

Individuals who repeatedly violate these Rules of Conduct after having been previously excluded for Library rule violations may face a longer exclusion than indicated in these guidelines. Repeat offenders need not violate the same rule to be subject to stricter enforcement and may not be warned that their behavior is inappropriate before being excluded.

### *Rules of Conduct*

Any person who violates rules 1-6 while on Library premises will be immediately ejected without first being given a warning. Any person so excluded shall lose all Library privileges for a period of up to three years, and the incident will be reported to the appropriate law enforcement agency.

1. Committing or attempting to commit any activity that violates any federal, state, or local criminal statute or ordinance.
2. Directing a specific threat of physical harm against an individual, group of individuals, or property.
3. Engaging in sexual conduct or lewd behavior.
4. Processing, selling, distributing, consuming, or being under the influence of any controlled substance or alcohol.
5. Intentionally damaging, defacing, or destroying Library property.
6. Carrying firearms and dangerous weapons of any type (except by law enforcement officers or as authorized by law).

Any person who violates rules 7-14 while on Library premises will be asked to leave for the day. Subsequent offenses will result in that person's immediate ejection and exclusion from the library for a period of up to one year.

7. Verbally or physically threatening or harassing other patrons, volunteers or staff, including but not limited to:
  - a. Stalking, staring, lurking, offensive touching.

- b. Using foul, abusive or threatening language or gestures.
  - c. Fighting or challenging to a fight, running, pushing, shoving or throwing things.
- 8. Using Library materials, equipment, furniture, fixtures, or facilities in a manner inconsistent with customary use, including but not limited to:
  - a. Standing on chairs.
  - b. Sitting on table tops or counters.
  - c. Climbing on bookshelves or display units.
- 9. Soliciting, petitioning, or distributing written materials or canvassing for political, charitable, monetary or religious purposes inside the Library towards other patrons, volunteers or staff.
- 10. Any interference with free passage of Library staff or patrons on Library premises, including, but not limited to:
  - a. Bringing prohibited items into the Library, including but not limited to bicycles, shopping carts, or similar devices
  - b. Using wheeled devices in the Library building, including, but not limited to skateboarding, rollerblading, bicycling, scooters, and shopping carts (except for wheelchairs, walkers, and strollers).
  - c. Motorized vehicles must provide mobility assistance and not be for recreational purposes only.
- 11. Not obeying all federal, state, city and county laws and ordinances including, but not limited to: The Utah Indoor Clean Air Act which prohibits smoking in public buildings.
- 12. Bringing non-service animals or animals not for the express intention of Library programming into the Library. Similarly, leaving animals unattended, tethered or not, outside the Library in a way that impedes other's access to the library.
- 13. Violating the Library's Internet Guidelines.
- 14. Improperly using Library restrooms, including but not limited to: bathing, shaving, washing hair, doing laundry, and changing clothes.

Any person who violates rules 15-18 while on Library premises may be asked to leave for the day. Subsequent offenses by that person will result in the person's immediate ejection and exclusion from the premises for a period of up to six months.

- 15. Laying down or sleeping in the restrooms, stairwells or lobby, or on any floor, couch, table or seat in the library.
- 16. Consuming food in public areas of the Library, other than meeting rooms, unless pre-approved by Library staff.
- 17. Failing to comply with a reasonable staff request and/or neglecting to provide proper supervision of children.
- 18. Leaving children under the age of 8 unattended.
  - a. Unsupervised children may be reported to the appropriate authorities by library staff.

Any person who violates rules 19-23 while in the Library will be excluded from the premises until the problem is corrected.

19. Entering the Library barefoot, without a shirt, or in wet clothing.
20. Having offensive body odor or personal hygiene that unreasonably interferes with other patrons' ability to use the library.
21. Skateboards, scooters, rollerblades and like equipment must be carried.
22. Engaging in conduct that disrupts or interferes with the normal operation of the Library or disturbs Library staff or patrons, including, but not limited to: conduct that creates unreasonable noise; conduct that consists of loud or boisterous physical behavior; using audible devices without headphones; using headphones set at a volume that disturbs others, or using cellphones, pagers, or other communication devices in a manner that disturbs others.
23. Use of personal electronic equipment at a volume that disturbs others, or in use while requesting staff assistance.

#### *Appeal Process*

Any person who is expelled from the Library for twenty-four (24) hours or longer or whose access to Library services is revoked under this policy may appeal these actions in writing directly to the Library Director. The Library Director's decision may be appealed to the Library Board within 14 days of receiving notification of the Director's decision. The appeal will be scheduled to be heard at the next regularly scheduled Board meeting. The Director's decision will stand until the appeal is heard.

Adopted: March 08, 2011

Reviewed by Library Board: March 24, 2015