

# Rules of Conduct Policy

The Silver Bay Public Library Board of Trustees is responsible for the orderly management of the library. The board's purpose is to make the library a useful and pleasant place for all who visit. Every individual has the right to use the Silver Bay Public Library undisturbed. Every library employee has the right to work without undue interference. All library users and employees should be free of any threat of harm, invasion of property or gross indignity. To guarantee these rights for all persons, the following patron (library customer) rules of conduct apply to behavior on the premises of all library property. The enforcement of library policies is not discriminative and will be applied evenly, consistently, and fairly.

## Patrons are expected to:

- Understand that the library is a public place shared by many.
- Avoid disruptive behaviors that may hinder other library patrons.
- Be courteous and respect other library patrons and staff.
- Conduct themselves in a safe and orderly way; allowing others to do the same.
- Attend to children in their care, keep them safe, and pick them up before the library closes.
- Respect library property.
- Safeguard personal items.
- Comply with all federal, state, and local laws.
- Follow the Silver Bay Public Library policies, including the Internet Acceptable Use Policy.

The following is a list to illustrate ways in which a patron's conduct would violate the responsibilities defined in the Library Board policy and is intended to guide staff decision making.

*Patrons are participants in a shared, public use environment and must conduct themselves accordingly. They will be courteous, considerate and understanding of library patrons and staff.*

Examples of conduct that would violate this principle:

- Behavior that is abusive, intimidating or disrespectful including obscene, racially charged or abusive language.
- Conversation that is disruptive to other patrons, including use of personal phone or tablet calls.
- Disruptive behavior such as fighting, running, excessive noisemaking.
- Offensive body odor, including excessive scent, that unreasonably interferes with other patrons' ability to use the library and its services.
- Sleeping that impedes others from using library spaces or resources.

*Parents and caregivers are responsible to supervise the activities and choices of their charges.*

Example of conduct that would violate this principle:

- Leaving vulnerable individuals or children unattended or alone in the library.

*Patrons are stewards of the library and its resources. They will value and respect library resources and conduct themselves in a safe and orderly way.*

Examples of conduct that would violate this principle:

- Defacing, damaging, or destroying library property.
- Bringing beverages in uncovered containers or eating food in the library.
- Use of library furniture, power cords for personal electronic devices or sports equipment (such as skateboards, rollerblades, etc) that create a physical hazard for others.

*Patrons will comply with federal, state, and local laws and policies.*

Examples of conduct that would violate this principle:

- Panhandling or soliciting.
- Bringing dangerous weapons on the premises.
- Consuming alcoholic beverages or controlled substances or being under the influence of alcohol or controlled substances in a manner that causes a public disturbance.
- Smoking, chewing tobacco or use of e-cigarettes.
- Infringement of copyright laws, (i.e. illegal downloads of copyrighted material).

Failure to follow the patron rules of conduct policy may result in eviction from the library and may include a trespass order or arrest. Inappropriate conduct will be referred to the proper authorities for legal action in accordance with Minnesota Statutes.