

Lodi Memorial Library Patron Code of Conduct Policy

Lodi Memorial Library welcomes the community to the library for reading, studying, using library materials and services, participating in library events, and conducting other customary library business. The library strives to provide an atmosphere conducive to the safe and orderly use of the facility and requests the cooperation of patrons in refraining from behavior that disrupts library services. Parents or guardians, not the library staff, are responsible for the safety, care, and supervision of their children at the library.

For the safety of patrons and staff, the following activities are not allowed in the library:

- Engaging in any activity in violation of Federal, State, local or other applicable law. or library policy
- Eating or drinking except in the library's designated area.
- Being under the influence of drugs or alcohol.
- Carrying a weapon or dangerous instrument unless authorized by law.
- Bringing animals except those assisting a patron with a disability or for a special library event.
- Leaving children grade 5 or younger in library without supervision **See Unattended Child Policy.**
- Talking loudly, making noise, or engaging in other disruptive behavior, including using loud, obscene or abusive language or gestures.
- Running, shoving and other roughhousing, as well as using wheeled devices in the library (with the exception of walkers or wheelchairs).
- Using a personal audio or communications device so that others can hear it. Phone conversations must be confined to the area by the front door or outside. Turn cell phones to vibrate upon entering.
- Interfering with another person's use of the library or with the library staff's performance of their duties.
- Entering without shoes and/or a shirt. Patrons whose bodily hygiene is so offensive as to disturb others will be required to leave the building.
- Damaging library property or stealing library materials.
- Soliciting.
- Using the public restrooms for other than ordinary and usual use. Bathing and laundering prohibited.
- Photography or filming on library premises without permission of Library administration and those filmed.
- Obstructing the entrance area of the library, either inside or outside the building

The Library reserves the right to:

- Inspect all Library materials, backpacks, overcoats, bags and packages;
- Report repeated disruptive behavior to parents, in the case of children, or to the Police;
- Require anyone who engages in disruptive behavior to leave the premises. Anyone asked to leave the Library is not allowed to loiter near the front door, patio or lawn areas;
- Notify Police immediately of unlawful or threatening activities.

The Library Board reserves the right, on a case-by case basis to:

- Restrict Library privileges of disruptive individuals for a specified period of time;

- Ban disruptive individuals from Library premises for a specified period of time or permanently;
- Take further disciplinary action.

Persistent or severe violations of the Library's rules may result in the suspension of Library privileges, including the right to enter or use the facilities and/or to borrow materials. The Library Director is authorized to publicize procedures for enforcing this policy. Patrons whose privileges have been denied may submit a written request to the Board to have their privileges reinstated. The Board's decision on the appeal will be final.

Approved by The Lodi Memorial Library Board of Trustees on October 19, 2011