

## Patron Code of Conduct

To ensure a welcome, safe, secure, and enjoyable library environment where all are equally entitled to use of the facility and library services, the Alfred Box of Books Library staff enforces the following behavior policy. This policy covers behavior on all library property, including inside the building as well as the lawn. The library is considered a limited public forum.

Patrons are expected to respect each other, library personnel and library property. To maintain a welcome and safe environment:

- No person shall commit or attempt to commit any activity that constitutes a violation of federal, state, or local criminal statute.
- No person shall engage in disruptive, disorderly or unsafe conduct. Threatening behavior and destruction of property will not be tolerated.
- Young children (ages five and under) must be supervised at all times by a caregiver or parent. Children under the age of 10 must be accompanied by a caregiver or parent. The library staff cannot legally assume the role of caregiver.

Enforcement:

- Unlawful activities will be reported to local law enforcement agencies.
- For violations of this policy that are unlikely to cause immediate harm to others and not perceived to be threatening, library staff may issue one (1) warning before a patron is excluded from the library.
- For violations of this policy that cause or are likely to cause immediate harm to others, patrons will be immediately excluded from the library without warning.
- Refusal to leave when requested will result in local law enforcement notification.
- Exclusion from the library may be made for progressively longer times for repeated violations, or when harm or potential harm is involved ranging from the remainder of the day to permanent exclusion and loss of library privileges.
- In the case of destruction or defacement of library property, the offender will be required to pay for its replacement and/or repair.

Appeals:

A patron who has been excluded from the library may appeal in writing to the President of the Board of Trustees. The President will consider testimony from library staff, the patron requesting the appeal, and any other witness to the incident. The president may affirm, modify, or cause the exclusion to be canceled. A written copy of the decision will be mailed to the patron requesting the appeal within one (1) week of the decision.

Revised and Board Approved December 11, 2017

Revised and Approved by Board of Trustees: April 11, 2023

Revised and approved by Board of Trustees: October 10, 2023