

Lisle Free Library
Daily Operations
Policy I-A “Patron Code of Conduct”

Effective Date: 10/2/2014

Application: Patrons

Statement of Purpose: The Lisle Free Library exists to provide quality service to the residents of Lisle, New York and adjacent communities in an open and non-judgmental environment. Recognizing the need to maintain an environment suitable for studying, reading, browsing, and the general use of library resources, the Lisle Free Library Board of Trustees establishes code and procedures to assure the safety of Library patrons, personnel, materials, equipment, and furnishings and that use of the Library is not obstructed by inappropriate behavior or actions.

Policy: Library patrons are expected to follow all library policies including this “Code of Conduct”. Entering the library implies agreement to abide by these policies while in the library. Failure to do so may result in expulsion from the Library and/or loss of Library privileges. A person who defies an authorized library employee not to enter the library or not to remain in the Library for failure to comply with the library’s Code and policies is subject to arrest for trespass (New York State Penal Law, Section 140.05)

The following Code is to be observed:

- 1) Eating and drinking is allowed in the Library EXCEPT near the computers. NOTE: Patrons are required to clean up after themselves.
- 2) Use or exchange of tobacco, alcohol, or illegal substances is prohibited on the premises.
- 3) The ban on smoking includes no smoking of substitutes such as vapor or similar products on the premises.
- 4) Animals are not permitted in the library, with the exception of service animals or those authorized by prior arrangement.
- 5) Appropriate dress, including shoes and shirts must be worn in the library.
- 6) Bicycles are not allowed in the library. A bike rack is located at the side of the library for patron use. The library assumes no liability for damage or theft.
- 7) Use of roller blades and skateboards is prohibited on the ramp or stairs.
- 8) Selling, advertising, petitioning or soliciting for contributions is prohibited, except as authorized.
- 9) Conduct which violates the criminal laws of the United States, The State of New York, and the County of Broome, The Town or Village of Lisle may result in suspension or revocation of the violator’s access to the library’s premises.
- 10) Disruptive behavior is prohibited, Disruptive behavior consists of actions which are illegal, or which infringe upon the rights of others using the library and/or disturb the tranquility of the library, or the proper activities of its staff and patrons. If the behavior continues, the person will be instructed to leave the library. If the person does not leave in a reasonable amount of time, proper authorities will be called. Any serious incident involving a child will be reported to the child’s parent or legal guardian, who will also be informed of any action taken by the library. Disruptive behavior includes but is not limited to the following:

- a. Lewd behavior or sexual misconduct including exposure, offensive touching or sexual harassment of patrons or staff.
 - b. Any behavior involving an unwilling person or inappropriate or indecent behavior with a child.
 - c. Behavior that makes it impossible for another patron to continue using the library.
 - d. Loud or boisterous behavior including loud talking, shouting, running, or fighting.
 - e. Misuse of library property.
 - f. Profane, obscene or offensive language directed at another person.
 - g. Use of radios, stereos, video games, etc. without earphones.
 - h. Use of cell phones outside of designated areas.
 - i. Verbal harassment of staff or patrons.
 - j. Interference with library operations or other patrons' use of the facilities through extremely poor personal hygiene.
 - k. Any action which willfully annoys another person.
- 11) Illegal activity on the premises will be reported to the proper authorities immediately.
- 12) The library is not responsible for the loss or theft of personal belongings of patrons.

A person not abiding by the "Code of Conduct" will receive one reminder. Those continuing to disregard the "Code of Conduct" after being reminded will be asked to immediately leave the building. Return of privileges will be up to the discretion of the librarian on duty.

Responsibility: All library staff is responsible for the enforcement of the "Code of Conduct" policy.

Approved: 10/2/2014 by the Lisle Free Library Board of Trustees

Revised:

Reviewed By/On: (Legal Counsel and or by a designated person after a period of time.)