

William B. Ogden Free Library  
SMOKING & VAPING POLICY

**Purpose**

The William B. Ogden Free Library (WBOFL) is committed to providing a smoke-free environment for both the public and the library staff. To comply with the New York State ban on smoking within 100ft. of a library entrance, the WBOFL is instituting a no smoking policy both within the building and on the grounds within 100ft of a library entrance. This policy is to protect patrons, visitors and staff.

**Definitions**

Smoking is defined as the burning of a lighted cigarette, cigar, pipe, or any other electronic smoking device.

**Policy**

This prohibition will apply to all Library employees, patrons, volunteers, visitors, or anyone on the grounds of the library.

Staff who fail to comply with this policy will be subject to a warning and disciplinary action if smoking continues.

Patrons who fail to comply with this policy may be subject to suspension of their library privileges and/or prohibited from visiting library property.

Signage will be posted outside of each door of the building, regardless of whether such door serves as a public entrance or exit, located approximately where the 100-foot restricted perimeter begins, or as close to the restricted perimeter as possible. The signage will state. "New York State law prohibits smoking within 100 feet of public library doorways."

Adopted: May 23, 2023