

PATRON CONDUCT ORDINANCE

The Wood River Public Library is dedicated to providing access to knowledge and information through reading, writing, and quiet contemplation, providing patrons the right to use materials and services without being disturbed or impeded, and providing patrons and employees a secure and comfortable environment. The Public Library Act provides the Board of Library Trustees with the general power to carry out the spirit and intent of the Act in establishing and maintaining the library and providing library services and the specific power to “exclude from the use of the library any person who willfully violates an ordinance or regulation prescribed.”

The Board of Library Trustees of the Wood River Public Library establishes its conduct ordinance as follows:

SECTION 1.

A patron who engages in any activity which materially disrupts the use of library facilities, collections, or services by patrons or materially disrupts the ability of the staff to perform its duties shall cease such activity immediately upon request by library personnel. See "Rules for Acceptable Library Use" for a list of prohibited activities.

SECTION 2.

If a minor is engaging in prohibited behavior, the parent or guardian will be notified in certain circumstances.

SECTION 3.

If, following a request, the patron fails or refuses to comply or responds to the request in an abusive fashion, he or she will be required to leave the library premises immediately for the balance of that calendar day. If he or she fails to leave, the police will be summoned and he/she will be banned from the library for a period of one calendar year. Engaging in certain prohibited activities will result in immediate request to leave the premises and/or notification of police.

SECTION 4.

Library personnel will record instances in which patrons are required to leave the library in a ledger maintained by the library for that purpose. Upon the third recorded instance in which an adult patron is required to leave the library premises, the Director shall bar the patron from use of library premises for a period of one calendar year. Engaging in certain prohibited activities will result directly in a permanent ban from Library premises. Parents or guardians of minors will be notified in writing after the third recorded instance in which a minor is required to leave the library and advised of the consequences of any further recorded instances. If a minor is asked to leave the premises three times during a thirty-day period, they will be banned from the library for the period of thirty calendar days.

SECTION 5.

In the event a patron barred from the use of the library attempts entry to the library during any such period of exclusion, the police will be summoned and informed of the prior action.

SECTION 6.

In the event a barred patron returns after a period of exclusion and engages again in prohibited behavior, abusive conduct, or disruptive behavior, the Director and Board of Trustees shall, based on the nature of the offense, bar

the patron for either one calendar year or permanently. Engaging in certain prohibited activities will result directly in a permanent ban from the Library premises.

SECTION 7.

Whenever possible, patrons with revoked privileges will be notified in writing. A patron whose privilege(s) has been limited or revoked may appeal the limitation or revocation of the privilege(s) by filing a written appeal with the Director within ten (10) days from the date of the issuance of the written revocation. The appeal will be forwarded to the Board of Trustees whose decision is final. Parents or guardians wishing to appeal the revocation of privileges for a minor may do so following the same procedure. The patron whose privilege(s) has been limited or revoked shall attend a meeting with the Director to review this Library Patron Behavior Policy before his or her privilege(s) may be reinstated. In the case of minors, a parent or guardian must be present at the meeting.

SECTION 8.

This Ordinance shall take effect immediately upon enactment and approval according to law and be in full force and effect thereafter. A copy shall be posted within three days of enactment at the library and the secretary shall maintain a certified copy in the official records of the library available for public inspection.

RULES FOR ACCEPTABLE LIBRARY USE

The Wood River Public Library provides a welcome environment conducive to the activities normally associated with the use of a public library. Individuals not engaged in library-related activities may be asked to leave the premises. For the comfort and safety of patrons, volunteers, and staff, and the protection of property, the Library expects that all guests treat each other and the facility with respect. Therefore, the following rules of conduct are administered.

CODE OF CONDUCT:

1. Children seven years and younger must be accompanied by an adult or mature caregiver at all times. The Library recommends caregivers accompany all visiting children.
2. Conversations, in-person or via phone, must not disturb others and behaviors must not obstruct, threaten, or harass fellow patrons, volunteers, or staff.
3. Stealing, damaging, altering, or inappropriate use of library materials and property is forbidden. This includes taking items into the restrooms.
4. Personal belongings must be attended at all times. Responsibility for lost, stolen or damaged items rests with the owner. Large items such as duffle bags, suitcases, and shopping carts are not allowed.
5. Prolonged or habitual sleeping is not allowed on library property.
6. Bathing, shaving, laundering, and improper use of restrooms is not allowed.
7. Smoking, chewing, and rolling tobacco products, including e-cigarettes, is not allowed.
8. Drinks without lids are prohibited near computers. Food is restricted to snack sized, packaged items.
9. Patrons are required to be appropriately and fully dressed at all times (top, pants/skirts, and shoes).
10. Only authorized service animals and program animals are allowed in the building.
11. Heavily-fragranced patrons and those with offensive body odor may be asked to leave.
12. The consumption or possession of alcohol on Library property is prohibited unless permitted for a special event. Persons exhibiting signs of intoxication or substance abuse will be asked to leave.

13. Firearms are prohibited on Library property unless they are in possession of a sworn law enforcement officer.
14. Panhandling or solicitation of library staff or patrons for money, products, or services anywhere on library property is strictly prohibited.
15. Any other behavior that hinders the use of the library for other library patrons is prohibited.

CONSEQUENCES

Possible consequences range from a warning to suspension of library use/privileges. Consequences may also include law enforcement and/or appropriate legal action.

APPEAL PROCESS

A patron whose privilege(s) has been limited or revoked may appeal the limitation or revocation of the privilege(s) by filing a written appeal with the Director within ten (10) days from the date of revocation. The appeal will be forwarded to the Board of Trustees whose decision is final.

Approved 8/16/2018