

To maintain a safe, welcoming, and pleasant environment, the Library enforces the rules of conduct outlined below. A summary of these rules will be posted prominently within the Library.

Failure to comply with this policy may result in removal from Library premises, temporary or permanent suspension of Library privileges, or, depending on the nature of the misconduct, arrest and prosecution. Restrictions may include loss of access to computers and other Library resources. When possible, visitors will be given the opportunity to discuss the basis of their removal with staff and offered a process to appeal their suspension with Library Administration.

**Visitors are expected to:**

- 1. Engage in activities associated with the use of a public library.**
- 2. Ensure that children are sufficiently capable and mature to be on library premises with or without supervision.** Any unattended children shall be dealt with in accordance with the Library's Policy Regarding Unattended or Disruptive Children.
- 3. Respect the rights of other visitors and staff members.**
- 4. Use cell phones and other devices at a conversation level appropriate for the library setting.**
- 5. Park bicycles in the designated bicycle racks, when available, during their library visit.**
- 6. Wear shoes or other footwear and clothing that provide appropriate body coverage at all times.**
- 7. Comply promptly and courteously with requests from a Library staff member regarding conduct.**

**Visitors shall not:**

- 1. Engage in any illegal activity while in Library or on Library property.**
- 2. Participate in disruptive or offensive behavior,** such as swearing, use of abusive or threatening language, throwing objects, running, fighting, harassing other people, or otherwise interfering with other visitors' use and enjoyment of the Library.
- 3. Annoy or otherwise harass others through noisy or boisterous activities,** playing audio equipment so that others can hear it, singing or talking loudly to others or in monologues, or behaving in a manner which can be reasonably expected to disturb others.
- 4. Solicit for any cause, distribute literature, or post notices without the permission of Library staff members.** Individuals or organizations must request approval through staff for any solicitation, information distribution, or postings.

5. **Smoke (including vapes, pens, etc.) or use tobacco products, of any kind, in the Library or within 20 feet of the entryways.**
6. **Loiter and/or impede access to the Library or any part of Library property.**
7. **Bring pets or other animals into the Library, other than service animals as authorized by ADA or animals permitted by Library Administration for special programming purposes, such as Tail Waggin' Tutors.**
8. **Bring or leave bicycles, scooters, roller skates, skateboards, or other sporting equipment in the Library or entryways.**
9. **Bring sleeping bags, mats, blankets, tents, and/or similar gear into the Library.**
10. **Be under the influence of alcohol or drugs.**
11. **Leave personal belongings unattended.** The library is not liable for the loss or damage to any personal belongings.
12. **Deface or damage Library resources or property, or remove them from the Library without permission.** The term "Library resources" includes books, magazines, newspapers, audio or video recordings, and any other items in the Library collection. The term "Library property" includes copy machines, computers, security equipment, furnishings, restrooms, and any other item, resource, material, or equipment owned by the library or under the care of the library.
13. **Bring in outside food and/or drinks unless such food/drinks are to be consumed during a scheduled program or meeting held in a meeting space and said meeting space was properly reserved and associated fees paid.** Water in a sealed, leak-proof container is allowed elsewhere in the Library, except near or around computers and/or other electronic equipment.
14. **Eat, drink, or consume food and/or drinks except in designated areas.** Designated food/drink areas shall be event space during a Library sponsored event or an activity hosted by an outside individual or group that was scheduled in accordance with the Meeting Room Policy. Food and covered drinks are also permitted in the Laman Library second-floor rotunda and the first floor and second-floor Makerspace area of Argenta Library.
15. **Interfere with Library employees' performance of their duties.**
16. **Leave minor children at the Library after closing time.**
17. **Carry a weapon of any kind.** No weapons are permitted on Library property, except as authorized by law.