



PATRON BEHAVIOR POLICY

Approved by Board of Trustees
December 1, 2003,
subject to review by County Attorney

The York County Library Board of Trustees has adopted a Patron Behavior Policy in order to ...

- Ensure the safety of library patrons, employees, and volunteers;
- Protect the rights of individuals to use library property, materials, and services;
- Protect the rights of library employees and volunteers to conduct library business without interference;
- Ensure the use of facilities, materials, and services by the greatest number of individuals; and
- Preserve those materials and facilities from harm.

These rules exist for the comfort and protection of all. They will be courteously but firmly enforced by library staff. Persons who do not follow the library's behavior rules may be asked to leave the library and/or face legal action. If necessary, the police may be called for assistance. Repetitive violations could mean permanent exclusion from the library. A copy of the specific rules of behavior is available at each public service desk in the library.

RULES FOR PATRON BEHAVIOR

1. Appropriate apparel, which includes but is not limited to a shirt and footwear, is to be worn in the library. Personal cleanliness is expected. Patrons whose body odor proves to be offensive to others may be asked to leave.
2. Carrying concealed weapons on library property is not allowed except by law enforcement officers.
3. As a courtesy to others, we ask that cell phones and pagers be turned to silent (vibrate) and that telephone conversations on cell phones be held outside the building.
4. Library pay phones have a ten-minute time limit on their use, and they cannot receive incoming calls. Patrons may be allowed in emergencies (for example, to call a parent for a ride home) to use one of the library business phones for a local call. Patrons must first get approval from a library staff member, and all calls should be brief.

RULES FOR PATRON BEHAVIOR cont.

5. Disrupting or hindering others from using the library is not permitted. This may include, but is not limited to, loud outbursts of speech or laughter; boisterous behavior; cursing; using personal listening equipment at a level that can be heard by others; running; shouting; roughhousing; or obstructing aisles, doorways, or stairs.
6. Loitering at entrances, in lobbies, walkways, restrooms, the parking lot, or other non-study areas is not allowed.
7. The library reserves the right to limit the number of individuals who may sit together in a study area.
8. Conduct that endangers, threatens, or harasses another patron or staff member is not allowed. Physical altercations, including assaults or violent acts, will not be tolerated. Harassment may include, but is not limited to, persistent staring; initiating unwanted conversations; impeding access to the building; stalking or following with the intent to annoy; or other actions another individual reasonably perceives to be hostile.
9. Patrons are not allowed in non-public areas of the library unless conducting official library business, as part of a library tour, or accompanied by a member of the library staff.
10. Theft, vandalism, and mutilation of library property are criminal offenses and violators may be prosecuted.
11. Chronic or prolonged sleeping that disturbs other patrons or staff is not permitted.
12. Eating and drinking anywhere other than in designated areas is not permitted.
13. Smoking in library buildings, drinking or bringing alcoholic beverages into the library or on the grounds, and using or bringing an illegal substance into the library or on the grounds are not permitted.
14. Animals are not permitted in the library unless they are used to aid persons with disabilities or are part of a library-sponsored program.
15. Distributing any pamphlet or similar item or posting any notice except in accordance with library policy is not allowed. Leaflets are not to be placed on cars in the library parking lot.
16. The library is not responsible for personal belongings left unattended.
17. Bicycles and similar equipment may not be brought into any enclosed area of the building. Skateboarding and/or rollerblading are not permitted on library property.
18. Parents, not library staff, are responsible for the behavior of their children using the library. Parents will be notified if their children are left unattended and require supervision. If parents or caregivers are unavailable, proper authorities will be notified.
19. Patrons must leave any enclosed area of the building by closing time. The library has the right to call the police concerning unattended children after closing time.
20. Copying, displaying, and/or distributing copyrighted works may infringe upon the owner's copyright, protected under law (Title 17 US Code). Any use of computer printing, photocopying, or reproductions which infringe upon the use of copyrighted works is subject to civil remedies and criminal penalties provided by federal law.