

## **PATRON BEHAVIOR POLICY**

The policy on patron behavior is to ensure that the Jay C. Byers Memorial Library is a place where the public is served without unpleasantness.

The patron behavior policy will be enforced by the Library Director or other staff members.

Unacceptable behavior is not permitted. This type of behavior includes, but is not limited to:

1. Using tobacco in any form in the library.
2. Public intoxication or other chemically-induced impairment.
3. Eating or drinking except by special permission from the Library Director or Board of Trustees.
4. Being loud, offensive, disruptive or using abusive language.
5. Not wearing a shirt or shoes.
6. Carrying weapons of any kind on the premises.
7. Running.
8. Public displays of affection.
9. Cell phone use except in the foyer or meeting room (if available).
10. Distributing literature of any kind without prior permission.

Library staff should not be placed in the position of supervising children who are too young to be left unattended. Young children must be supervised by a family member, guardian, or caregiver at all times.

### **DISCIPLINARY ACTION WILL BE TAKEN IF VIOLATIONS OCCUR**

- 1<sup>st</sup> Offense: 2-week restriction from library use.
- 2<sup>nd</sup> Offense: 1-month restriction from library use.
- 3<sup>rd</sup> Offense: 1-year restriction from library use.

**PROPER AUTHORITIES WILL BE NOTIFIED IF COMPLIANCE WITH DISCIPLINARY ACTION IS NOT IMMEDIATE.**

**NOTE:** No one has the authority to waive or modify any part of this policy except the Library Director or the Library Board of Trustees. Any questions, comments, or concerns regarding this policy should be submitted to the Director or the Library Board.

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