

Patron Behavior/Conduct Policy

These guidelines have been developed in order to protect Library users' right of access to Library facilities and materials, to provide a safe environment for users and staff, to allow staff to provide essential services and materials, and to protect Library resources and facilities from damage.

To maintain a welcoming environment for all, we expect all library users to:

- Respect each other, library staff and library property;
- Do their part to contribute to a peaceful library experience;
- Follow instructions from library staff members; and
- Follow the library Rules for Behavior/Conduct and all city, county, state and federal laws.

The following activities are not allowed at the Morgan County Library. Rules apply inside library facilities and on library grounds, including walkways, parking lots and grass areas. This list does not include every prohibited behavior, but instead provides examples of activities not allowed while visiting the library.

Section I: Disruptive or unsafe behavior

- A. Failing to follow the instruction of a library staff member.
- B. Creating a disturbance in any manner that interferes with people's ability to use the library or staff's ability to do their job.
- C. Speaking in an abusive, threatening, profane or harassing manner to other library users or to staff.
- D. Making threatening gestures, including prolonged staring at an individual, stalking behavior, unwanted touching, or any behavior that could constitute fighting or assault.
- E. Speaking loudly, including on cell phones, or listening to music or videos without headphones. Cell phone ringers should be set to silent. Sound from headphones must not disturb others.
- F. Sleeping in the library for any extended period of time.
- G. Eating anywhere other than designated areas. No food or uncovered drink is allowed while using library technology.
- H. Not being fully clothed including shirts and shoes.
- I. Strong odors that interfere with or disrupt others using library spaces.
- J. Allowing children under the age of 10 to use the library unattended by a responsible adult.
- K. Openly carrying a weapon unless authorized by law.

Section II: Inappropriate or unsafe uses of space

- A. Blocking aisles, pathways or entrances or otherwise preventing access to areas of the library.
- B. Bringing amounts of personal belongings into the library beyond what fits under a chair; leaving belongings unattended.
- C. Bringing any animal into the library except a service animal as defined by the Americans with Disabilities Act (ADA) or an animal that is used as part of a library program. Service animals must be under the control of their handlers at all times.

- D. Riding on skateboards, scooters or skates in the library or on library grounds; bringing bicycles inside. (Morgan County Library is not liable for any damage or theft caused to any bicycles while parked in the MCL parking Lot.
- E. Overnight Parking (Morgan County Library is not liable for any damage or theft caused to any vehicles while parked in the MCL parking lot/all automobile accidents occurring on library property must be reported to the police.)
- F. Failing to follow guidelines for of the Community or Conference Rooms.

Section III: Illegal or prohibited activities

- A. Viewing online materials deemed obscene, viewing child pornography or exposing a minor to pornography.
- B. Sexual misconduct, such as indecent exposure, or touching or harassing patrons or staff. Sexual acts of any type are not permitted.
- C. Using tobacco or smoking cigarettes or e-cigarettes inside the library or on library grounds; consuming alcohol or marijuana; possessing or using illegal drugs; or being intoxicated or under the influence of drugs.
- D. Tampering with or stealing library materials, software or equipment; failure to follow Computer/Wireless Internet Use and Filtering Policy.
- E. Using another person's library card without permission.
- F. Soliciting, campaigning, distributing or selling materials, or panhandling on library property.

Consequences

Consequences for violation of the Morgan County Library Patron Behavior/Conduct Policy or the commission of other illegal conduct in the library may include:

- Verbal warning;
- Instruction to leave the library immediately and not to return to the MCL facility for the rest of the day;
- Suspension of library privileges, including removal from, and denial of access to, all library services, facilities and grounds for a period ranging from one day to 3 years based on the severity of the violation. Guardians of minors will be notified;
- Criminal sanctions; and/or
- Permanent suspensions in extreme cases involving illegal behavior or repeated suspensions with no positive change in behavior.

The above consequences may be applied cumulatively.

Revised by Library Board of Trustees on January 13, 2022.