



USE OF LIBRARY FACILITIES; EXCLUSION OF PATRONS FOR INAPPROPRIATE BEHAVIOR

(10/8/13)

Library patrons of all ages have a right to expect that the library will be quiet enough and safe enough for reading and studying. Users of library facilities have responsibilities as well as rights and are expected to conduct themselves within the realm of acceptable behavior and according to the stated policies of the Board which are authorized under the Local Library Act, Chapter 75 ILCS 4-7 et.seq.

For the comfort and safety of patrons, volunteers, and staff, and the protection of Library property, the following actions are examples of conduct not allowed on Library property:

- Engaging in any activity in violation of Federal, State, local or other applicable law, or Library policy.
- Carrying firearms and dangerous weapons of any type (except by law enforcement officers).
- Being under the influence of alcohol/illegal drugs and selling, using, or possessing alcohol/illegal drugs.
- Verbally or physically threatening, harassing or striking other patrons, volunteers, or staff, including stalking, staring, lurking, offensive touching, and obscene acts such as sex acts and indecent exposure.
- Campaigning, circulating petitions, performing interviews, conducting surveys, soliciting, panhandling, or selling anything not authorized by the Library.
- Stealing, damaging, altering, or inappropriate use of Library property in Library facilities or on Library grounds, including computer hardware and software, printers, copiers, phones and other equipment.
- Trespassing in nonpublic area, being in the Library without permission of an authorized Library employee before or after Library operating hours, or camping on Library grounds.
- Fighting or challenging to fight, running, pushing or shoving.
- Creating disruptive noises such as loud talking, screaming, or banging on computer keyboards.
- Gambling and group activities which are disruptive to the Library environment.
- Using audible devices without headphones or with headphones set at a volume that disturbs others. Using cell phones, pagers, and other communication devices in a manner that disturbs others. Cell phone and pager audible ringers should be turned off.

- Using restrooms for bathing or shampooing, or doing laundry.
- Littering.
- Smoking, chewing, and other tobacco use in Library facilities and smoking within 20 feet of a Library entrance.
- Entering the Library barefooted, without a shirt, with offensive body odor or personal hygiene, or being otherwise attired so as to be disruptive to the Library environment.
- Consuming food or beverages in public areas of the Library, including restrooms, (except for beverages in closed containers as permitted by authorized Library employees, drinking fountain use, baby bottles and nursing).
- Bringing in garbage, articles with a foul odor, or articles which, alone or in their aggregate, impede the use of the Library by other users.
- Using wheeled devices in Library property or on Library grounds, except in designated areas, including skateboarding, roller-skating, bicycling, scooters, and shopping carts (exceptions i.e., wheelchairs, walkers, and strollers).
- Lying down or sleeping in the restrooms or on any floor, couch, table, or seat in the Library, and by blocking aisles, exits, or entrances by sitting or lying down in them.
- Neglecting to provide proper supervision of children.
- Bringing pets or animals, other than service animals necessary for disabilities, into the Library, except as authorized by the Library Director.

All bags and other articles are subject to inspection by security and other authorized personnel. The Library reserves the right to limit the size and number of items brought into the Library.

Enforcement of these rules will be conducted in a fair and reasonable manner. Library staff and/or security staff will intervene to stop prohibited activities and behaviors. Failure to comply with the Library established rules, regulations, and policies could result in removal from the premises and expulsion from the Library for a period of one day to one year, and, or in arrest and, or prosecution. Violations could also result in the restriction and/or termination of Library computers and other equipment. Expulsion for more than one week must be approved by the Library Board of Trustees. A certified letter stating the cause of the expulsion will be sent to the offending patron(s). An explanation may be appealed in writing to the Library Director, who will bring it to the Board of Trustees at the next monthly Board meeting. The Board of Trustees' decision is the final authority. Serious infractions may also qualify for long term exclusions reviewed on an annual basis.

Approved by the Board of Trustees on September 11, 1990
 Revised, Reviewed and Approved by the Board of Trustees on November 11, 2008
 Revised, Reviewed and Approved by the Board of Trustees on October 8, 2013