

POLICY ON ACCEPTABLE LIBRARY CONDUCT

The Monroe Township Library staff strives to make the facility a warm and inviting place for all people by creating an environment conducive to each individual's satisfactory use of the building. Use of the Library is intended for reading, studying, writing, accessing the Internet and participating in programs. It is the intent that all library users should be able to use the facility to its maximum extent possible during regularly scheduled hours.

This policy has been developed to minimize situations in which any library user interferes with the legitimate library business of other users and staff, to protect the safety of all library users and staff, and to protect library property. Library users shall be engaged in activities associated with the use of the public library while in the building.

Library users shall respect the rights of other users.

Examples of Unacceptable Library User conduct (this is not an all inclusive list but rather examples) are:

- Damaging or stealing library materials or property
- Eating or drinking, except in specially designated locations and time periods, as permitted by the Director
- Smoking
- Using the Library to sleep
- Playing audio equipment so that others can hear it
- Bringing animals into the Library, except when needed to assist a person with a disability or as permitted by the Library Director
- Misusing a restroom (e.g., as a laundry or bathing facility)
- Leaving a child unattended in the Library (see Unattended Children Policy)
- Leaving vulnerable adults unsupervised
- Solicitation of contributions or signatures, unless directly related to Library services or activities
- Conducting surveys without the permission of the Library administration
- Photography on the library premises without the permission of the Library administration and all those photographed
- Talking loudly, making noises or engaging in other disruptive conduct
- Interfering with another person's use of the Library or with library staff performance of their duties
- Patrons whose bodily hygiene is offensive or constitutes a nuisance to other library patrons or staff and thereby interferes with the rights of others to use the Library
- Patrons without shoes, shirts or proper attire
- Threatening, harassing, staring at or physically harming library patrons or staff

- Being in an unauthorized area of the Library, or remaining in the area after closing
- Carrying a weapon, unless authorized by law. Any patron authorized to carry a weapon must notify the staff
- Loud cell phone conversations in any part of the library other than the lobby
- Obscene language or activity
- Use of scooters, (except conveyances for the handicapped) roller blades or skateboards on library property
- Conduct in violation of Federal, State or Local law within the Library or on Library grounds
- Politicking on Library grounds

Library users who fail to observe this Policy on Acceptable Conduct or other rules and regulations of the Library may be asked to leave the building or police assistance may be utilized if deemed advisable by the library staff. Any library user who violated this policy shall be denied the privilege of access to the library by the Library Board of Trustees, on recommendation of the Library Director. Any library user whose privileges have been revoked may have the decision reviewed by the Board of Trustees.

Adopted: July 16, 2001

Revised: November 15, 2010