

## Patron Code of Conduct Policies

The Crete Public Library Board of Advisors established these rules to outline appropriate library patron behavior. The Crete Public Library provides a wide range of services for a variety of community members. Inappropriate patron behavior interferes with patron use and enjoyment of the library and library staff effectiveness.

Library patrons shall be respectful of each other and library staff. Patrons shall not engage in behavior that interferes with other patrons' use of the Library, nor shall patron behavior interfere with library staffs' job responsibilities.

Examples of prohibited patron behavior include but are not limited to:

- Destroying property.
- Using any communication devices in a manner that disturbs other patrons. (In particular, extended talking on cell phones is not allowed.)
- Engaging in noisy and boisterous activity, including running, shoving, pushing or fighting.
- Taking photographs or videos of library users without their permission. In the case of minors, permission must come from the parent or legal guardian.
- Engaging in loud conversation above normal conversational levels.
- Gambling, soliciting or panhandling on Library property.
- Sleeping in the Library.
- Consumption of food or beverages shall be limited to covered beverages and snacks in approved areas only. No food or beverages may be consumed while using a patron computer.
- Use or possession of alcohol or illegal drugs.
- Use of tobacco or vaping.
- Accompaniment by any animal other than a service animal, as defined by federal law.
- Using roller skates, skateboards, scooters, or other such devices on Library property.
- Non-compliance with the Library's Internet Policy.
- Leaving children of any age who require supervision at the Library without an appropriate care provider.
- Attending the library with children of any age without providing supervision.
- Use of obscene or abusive language.
- Use or possession of any type of weapons.
- Staring, following, or indecently exposing oneself to another person.
- The absence of appropriate attire, including shirts and shoes.
- Personal hygiene that poses a health risk or provides an offensive odor that interferes with the Library environment and patron or staff Library use.
- Using restrooms for bathing or washing clothes.

Any person who does not comply with these rules will be asked to leave the Library premises. Such persons may be banned from the Library, temporarily or permanently, by the Library Director. Any person wishing to appeal such action must notify the Library Director within five business days of the

adverse action. The Library Director will then forward the appeal to the City Administrator for review. The City Administrator may affirm or reverse the Library Director's decision in whole or in part.

Appeals of the City Administrator's decision will be placed on the agenda for the next regularly scheduled City Council meeting for adjudication. The person filing the appeal must attend the City Council meeting in order for the appeal to be heard. The City Council will review all of the facts and circumstances surrounding the action, may hear testimony from any involved party or witnesses, and may make a decision independent of the decisions made by the Library Director or City Administrator.

*Approved by the Crete City Council, 7 July 2020*