

Spies Public Library Rules of Conduct

Welcome to the Spies Public Library. The Library is responsible for establishing rules of conduct to protect the rights and safety of Library patrons, volunteers, and staff, and for preserving and protecting the Library's materials, equipment, facilities, and grounds.

Enforcement of these rules will be conducted in a fair and reasonable manner. Library staff and/or Menominee Police Officers will intervene to stop prohibited activities and behaviors. Failure to comply with the Library's established rules, regulations, and policies could result in removal from the premises and exclusion from the Library for a period of one day to one year, or in arrest or prosecution. Violations could also result in the restriction and/or termination of Library privileges.

For the comfort and safety of patrons, volunteers, and staff, and the protection of Library property, the following actions, which are cited by way of illustration and not limitation, 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.
- Failing to comply with a reasonable staff request.
- Carrying firearms and dangerous weapons of any type (except by law enforcement officers)
- Being under the influence of alcohol/illegal drugs, and/or selling, using, or possessing alcohol/illegal drugs.
- Verbally or physically threatening or harassing other patrons, volunteers, or staff, including stalking, staring, lurking, offensive touching, and obscene acts such as sex acts and indecent exposure.
- Soliciting or conducting surveys 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, and other equipment.
- Trespassing in nonpublic areas, remaining in the building after regular closing hours after being instructed to leave by a staff member.
- Fighting or challenging to fight, running, pushing, shoving, or throwing things.
- 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. Audible cell phone and pager ringers must be turned off.

- Using restrooms for bathing or shampooing, doing laundry, or changing clothes.
- Littering
- Smoking, chewing, and other tobacco use on Library property.
- Entering or being in the Library barefoot, 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 restricted/posted areas of the Library
- Using wheeled devices in the Library property, including use of skateboards, roller-blades, bicycles, scooters (except for motorized ADA assistive devices)
- Moving Library furniture from where it is placed by Library staff.
- Lying down or sleeping in the restrooms, or on any floor, or couch, table or seat in the Library; having feet on furniture; or blocking aisles, exits or entrances.
- 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.

Persons who violate Federal, State, local or other applicable law will be reported to the police, and are subject to the withholding of library privileges as follows: First Offense – Library privileges (defined as not being able to enter or use the Library) will be revoked for 1 (one) month, Second Offense - Library privileges will be revoked for 1 (one) year. Violation of general conduct policies will warrant a verbal warning and a day's suspension upon subsequent violations. Repeat offenders of the above rules may be barred from the Library by the Director for a period of one week at a time.

This policy does not prohibit quiet conversation between patrons and/or staff members or conversations required to carry on library programs or business. It is designed to preserve a reasonable quiet atmosphere where library patrons may study and otherwise use library materials without disturbance.

Notwithstanding the foregoing provisions, any person may, without prior notice or warning, be immediately removed from the Spies Public Library if his or her conduct on the premises poses an immediate and imminent danger to any person or property on such premises.

Adopted 12/5/08