

PATRON BEHAVIOR POLICY

Julia Hull District Library encourages use of its facility for learning, enrichment, and the legitimate use of the Library's resources and services. In order to preserve that opportunity, we ask patrons to be respectful of each other and behave in a manner that does not disrupt other patrons or staff.

Any behavior that disrupts the orderly use of the Library is prohibited. This includes, but is not limited to, any behavior that interferes with:

- the use of Library property, materials, and services by other patrons;
- the ability of Library employees to conduct Library business;
- the safety of Library patrons and employees; and/or
- the Library's materials, facilities, or property.

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

- Leaving unsupervised or unattended children who are unable to care for themselves
- Making unreasonable noise including, but not limited to, loud talking, singing, other loud or disruptive noise, or noise from cell phone or audio/visual equipment usage
- Smoking, use of tobacco, or using electronic nicotine delivery systems or similar products, such as e-cigarettes, in the library or within 15 feet of the public entrance
- Making racial, ethnic, religious, gender, or sexual orientation epithets
- Bullying or harassment of library staff or patrons, including without limitation, deliberate or repeated language or behavior that is intimidating, hostile, and/or offensive, or that adversely impacts staff work performance or patron use of the Library
- Intentionally damaging or destroying, or stealing property belonging to the Library, another patron, or staff
- Skateboarding, rollerblading, rollerskating, use of sports equipment, running, or engaging in horseplay
- Lying down or sleeping, including giving the appearance of sleeping
- Improper dress including bare feet, no shirt, and uncovered swimsuits
- Offensive personal hygiene
- Using library restrooms or other areas for inappropriate purposes including bathing, shaving, or washing clothes
- Abusing or improperly using furniture, equipment, or materials
- Bringing animals into the Library except those allowed by ADA regulations or those brought in for programming or with permission of the Library Director.
- Littering
- Soliciting and/or panhandling, to Library patrons or staff, including but not limited to soliciting money and/or donations, and/or selling or attempting to sell merchandise to Library patrons or staff, unless otherwise approved by the Director
- Posting or distributing literature without permission
- Entering unauthorized workspaces or work areas, or other non-public areas

Revised: September 19, 2022; August 17, 2015

BOT Approved: June 2012

- Taking photographs and/or recording videos of Library staff or patrons without their permission
- Possessing weapons of any kind, either concealed or in plain view, in the Library, unless the person in possession of the weapon is a law enforcement officer
- Gambling
- Using profane, obscene, or abusive language
- Blocking entrance to and exit from the building; monopolizing/obstructing space, seating tables, or equipment to the exclusion of others
- Trespassing, violating an eviction, entering library property when banned, or remaining on Library property after having been restricted or directed to leave
- Fighting, challenging someone to fight, physical abuse, or assault
- Sexual harassment, engaging in or soliciting a sexual act, or indecent exposure
- Vandalizing Library facilities or equipment
- Being under the influence, possessing alcohol or drugs, selling drugs or alcoholic beverages
- Violating the Library's Internet Access & Computer Use Policy
- Engaging in other acts disruptive to patrons and staff

In addition, patrons must comply with all federal, state, and local laws. Suspected illegal activity will be reported to the police. Violations of law may result in a patron being expelled from the Library, arrested, prosecuted, and/or other legal action, as appropriate.

The examples listed above are not a complete list of violations, but instead are intended to provide guidance. The Director and other Library staff are authorized to determine what constitutes disruptive behavior.

CONFERENCE ROOM

The Julia Hull District Library makes its Conference Room available as a "designated and limited forum" for meetings and use. The Library's Conference Room is available by reservation only. Availability is contingent upon use of the room by the School District, Library District, or individual Library Staff for School or Library purposes.

The Library's Conference Room may not be used for: (1) The sale or promotion of commercial products or services, except in conjunction with a Library-sponsored event or program. This includes information or educational offerings held for the ultimate purpose of soliciting sales or commercial products or services; (2) Social meetings or private parties, including, but not limited to birthday and graduation parties and showers; (3) Groups who have no members residing within Julia Hull District Library boundaries; (4) Any illegal activities; and (5) Religious worship services or proselytizing. Permission to use the Conference Room does not imply endorsement of an outside organization by the Library and groups may not state or imply Library's sponsorship when publicizing the event. Anyone under 18 years of age (after school hours) must be accompanied by a parent, guardian, or supervising adult ages 21 or older.

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EATING & DRINKING IN THE LIBRARY

The Library permits light snacks and beverages, including coffee, tea, water, or any edible items that may be served between meals. Full meals are not permitted, unless part of a library program and otherwise approved by the Library Director.

Snacks and drinks should be enjoyed responsibly, remembering to discard wrappers, bottles, and trash, leaving behind a clean area for others. Patrons who are disruptive while enjoying a snack or beverage, may be asked by Library staff to refrain from consuming snacks inside the library. The Director and Library staff are authorized to determine what constitutes a snack or beverage and to take appropriate disciplinary action, as needed.

Eating is not permitted at library computers. All beverages must have a lid.

PERSONAL BELONGINGS

The Library is not responsible for lost or stolen items. It is recommended that patrons do not leave personal belongings unattended.

EMERGENCIES

In the event of an emergency, patrons shall comply with instructions from Library personnel.

VIOLATIONS

The Board of Trustees authorizes the Director, other Library Staff, and the Meridian CUSD 223 Resource Officer to enforce this Patron Behavior Policy. The rules of public behavior will be prominently posted in the Library and will be made available electronically, and patrons who violate this policy will be given notice of their violation.

A violation may result in a patron's expulsion from the Library, restriction from the Library, suspension of Library privileges, and/or arrest and criminal prosecution or other legal action, as appropriate. When necessary, the Library will work with law enforcement authorities to prosecute actions for criminal behavior against the Library, its patrons, and staff. Although the Library reserves the right to require anyone violating the Patron Behavior Policy to leave Library property, the Library generally will follow these steps when a violation occurs:

- 1) Library Staff will verbally inform an individual about any act or omission that violates this Patron Behavior Policy, or related Library policies, and ask the individual to change his or her behavior to conform to Library rules. (*In the case of an immediate threat, Library staff may contact police without prior warning to the patron.)
- 2) If the behavior persists, Library staff may ask the individual(s) to leave the Library.
- 3) Failure to leave Library property (which includes the building and its premises) when directed to do so may result in intervention by police.

Any patron who repeatedly violates these or other rules and regulations may be denied the privilege of access to the Library by the Board of Trustees on the recommendation of the Library Director.

APPEAL PROCESS

A patron whose privileges have been denied may have the decision reviewed by the Board of Trustees within 90 days of the revocation of privileges, upon request. To appeal the decision of the Board of Trustees, a patron must submit a written statement explaining why the decision of the Board should be overturned, with any supporting documentation or evidence to be considered. The appeal must be submitted via mail to the Board of Trustees at 100 Library Lane, Stillman Valley, IL 61084.