

# **CODE OF CONDUCT OF THE MARK AND EMILY TURNER MEMORIAL LIBRARY**

## **Purpose**

The mission of the Mark and Emily Turner Memorial Library is “bringing people and information together.” The Library welcomes everyone in the community to use and enjoy its facilities and services. To protect each individual’s access to information and library services, the Library has established the following rules of behavior. These rules protect the rights and safety of library patrons and staff, and preserve and protect the library’s materials, facilities and property.

## **Policy**

The following are prohibited:

1. Smoking inside the Library building.
2. Begging or soliciting
3. Engaging in disruptive or unsafe activity or behavior that interferes with others use of the Library, or with the ability of staff to perform their job duties.

*Examples of behavior or activities that may be disruptive include, but are not limited to: climbing, running, loud noise, throwing things.*

4. Bringing animals, other than assistance animals, into the Library except as authorized by library staff.
5. Bringing bicycles into the Library. Using skateboards, roller blades, roller skates, or other sports equipment in the Library or on library property.
6. Using library facilities for the purpose of bathing or sleeping.
7. Leaving children 10 years old and unattended, except when they are part of a library-sanctioned activity.

*(For purposes of this Policy, unattended means a child 5 years and under who is not accompanied by a responsible adult or a child from 6 to 10 year without a responsible adult in the building)*

8. Engaging in acts of public indecency such as offensive touching or sexual conduct.

9. Destroying, damaging or defacing library property.
10. Possessing a weapon, except as allowed by State law.
11. Engaging in activities prohibited by law.
12. Threatening, pushing and shoving , misusing library property, verbal or physical harassment or threats.

## **Enforcement**

1. The Library Director or the Director's designee will implement these rules. Unlawful activities will be reported to a local law enforcement agency. People who violate rules **1 through 7** will be asked to stop such actions. If the behavior continues, they will be directed to leave the Library for the day.

When people violate rules **8 through 12**, law enforcement will be contacted immediately. The City of Presque Isle has a ***ZERO TOLERANCE POLICY*** against any form of violence. The Librarian may also suspend library privileges.

2. If a child has been left unattended in the Library, staff will attempt to locate the caregiver. If the caregiver cannot be located, or if the Library is closing, law enforcement will be notified.