

Basalt Regional Library District

Patron Behavior Policy

BOARD POLICY:

It is the policy of the Basalt Regional Library that the library is a safe and comfortable place for all members of the public to use.

ADMINISTRATIVE POLICY:

Patrons are expected to observe the rights of other patrons and staff members. The Patron Behavior Policy is intended to protect the rights and safety of library patrons, to protect the rights and safety of staff members, and to preserve and protect the Library's materials, facilities, and property. Disruptive behavior is generally defined as "any patron behavior that interferes with the normal operation of the library or which interferes with another patron's ability to use the Library."

The Library Director and other staff members to whom the Director delegates the authority shall have the responsibility for enforcing the Behavior Policy and determining when the behavior in the library is inappropriate. Patrons in violation of our behavior policy may be asked to leave. If a patron is non-cooperative or if staff are uncomfortable approaching a patron, they are instructed to contact the police to assist with this process. Repeated violations will result in the patron being trespassed by Basalt Police Department.

PROCEDURE:

The following types of disruptive behavior will not be tolerated in the library. Examples include but are limited to:

- **Loud Talking and Laughing.** Sensitivity to noise varies from one person or group to another; however, if one person or group is heard above the general noise level in the library at a particular time, this person or group will be requested to lower their voice(s).
- **Personal Grooming.** Bathing and personal grooming in library restrooms are prohibited.
- **Fighting.** Includes any type of fighting, whether real or pretend.
- **Throwing Objects.** Includes wadded up papers, paper airplanes, other small objects, and larger objects that could cause injury.
- **Boisterous Behavior.** Includes running, horseplay, and annoying other patrons.
- **Cellular or Portable Phones.** Use of cellular or portable telephones by patrons in the library is restricted to the entry lobby.
- **Abusive or Obscene Language or Gestures.** Includes language or gestures that convey a sexually explicit message or are conveyed in a coarse or crude manner and any language that verbally abuses another individual.

- **Solicitation.** Includes selling anything or promoting for personal gain, charitable cause, distribution of religious or political materials, begging, panhandling, or circulating petitions among patrons on library property.
- **Eating and Drinking.** See the Food and Beverage Policy
- **Smoking.** No smoking is allowed inside the building.
- **Sleeping.** Pertains to habitual sleeping or those who are noisy, sprawled on furniture, or generally disturbing other patrons.
- **Loitering.** Defined as a person who wanders around the library without apparent legitimate reason and disturbs other patrons.
- * **Abandoned Items.** Patrons may not leave their belongings unattended to hold their space, whether in a study room, on the main floor or outside the perimeter of the building. Items left for longer than twenty minutes may be retrieved by staff and held behind the desk. If items are noticed on the exterior of the building, staff may contact the police department to claim them.
- * **Animals in public areas.** Animals of any kind are prohibited in the library's public use area, unless serving as a service animal or part of a library-sponsored program. However, allowed animals may not be left unattended at any time within the library building. Animals who are secured outside of the building shall not be left unattended for longer than half an hour.
- **Unattended Children.** Children age 7 and under must be accompanied and directly supervised by a parent, guardian or other responsible adults at all times. Library staff members may contact the Police Department in the event a child seven years of age or under is left unattended in the Library, or the parent/guardian or caregiver fails to directly supervise the child, for example, by leaving the child alone in the Children's' Room. For more information, see the library's Safe Child Policy.
- **Improper Attire.** Patrons must be fully clothed, including shoes, within the library.
- **Abuse of Library Equipment, Furniture, and Materials.** Includes but is not limited to placing feet on tables and chairs, standing on furniture, mutilating or defacing books or periodicals, and mistreating equipment or computers.
- **Bikes, Rollerblades, Skateboards, Scooters, etc.** Must not be ridden anywhere in the library. Bikes must remain outside.
- **Blocking Aisles or Doorways.** Includes obstructing aisles or doorways or in any way interfering with the free movement of any other person(s).
- **Weapons.** Carrying weapons of any type on library property is not permissible except by law enforcement officers.
- **Removing Library Materials or Equipment.** Patrons must check out all circulating materials and equipment at the circulation desk or self-checkout before leaving the library.
- **Playing Music.** Includes playing music or other media at a level that is disruptive to other patrons.
- **Excessive Displays of Affection.** Includes any sexual conduct or physical contact deemed inappropriate for a public place.

• **Hygiene.** A person may be required to leave the library if his/her personal hygiene interferes with the orderly operation of the library or with the ability of other patrons to use and enjoy the facility.

• **Illegal behavior.** Any staff member who witnesses illegal behavior will notify his or her immediate supervisor who will contact the police when necessary. Illegal behavior includes but is not limited to the following:

- Assault. Intentionally or by reckless conduct causes injury to another person.
- Criminal Mischief. Intentionally damages the property of another (includes vandalism and mutilating library materials).
- Drunk and/or Disorderly Conduct. Causes public inconvenience by fighting, causing unreasonable noise, using abusive or obscene language or gestures, displaying threatening behavior, or causing a hazardous or physically offensive condition.
- Harassment. Threatens or annoys another person by physical contact or abusive or obscene language or follows a person in or about a public place
- Public Lewdness. Intentionally exposes the private parts of the body in a lewd manner in a public place.
- Theft. Wrongfully takes, obtains, or withholds the property of another.
- Trespass. Knowingly enters or remains unlawfully on the premises
- Controlled Substances. Includes using, selling, or possessing controlled substances on library property, and entering library property while intoxicated or under the influence of illegal controlled substances. The use of alcohol is prohibited on library property unless specifically approved by the Library Board of Trustees for public events.

The library staff reserves the right to ask a patron to leave the library for any of the reasons listed above.

Board of Trustees Policy Review Date: April, 2015

Board of Trustees Revised and Approved: November 19, 2018