



Western Sullivan Public Library

Code of Conduct

The Western Sullivan Public Library welcomes everyone to use its collections and services. We strive to maintain a safe, enjoyable environment so that staff and patrons always feel comfortable and secure. The Board of Trustees has approved this policy concerning behavioral expectations and prohibited activities. Patrons who do not abide by this policy may be required to leave the library.

Behavioral Expectations

1. Patrons shall engage in activities associated with the use of the library and abide by hours of operation.
2. Patrons who consume food or beverages in the library are responsible for any spills, litter, or damage. Food or beverages are not permitted near any library electronic equipment.
3. Patrons will silence cell phones and refrain from talking on their phones during their time at the library, unless they are in a designated area.
4. Patrons will wear proper attire including shoes, shirt and appropriate lower body covering, when entering and walking through the library.
5. Patrons may not leave a child unattended in the library. See *Unattended Children Policy*.
6. Patrons will not solicit, petition, or distribute and/or post materials not approved in our Public Notice Bulletin Board Policy.
7. Patrons and visitors will remain in public areas of the library, unless permitted for library business.

Prohibited Activities

1. Verbal or physical assault, harassment, or abuse.
2. Indecent or obscene conduct.
3. Damaging or stealing library, staff, or patron property.
4. Loud, disorderly, or aggressive behavior.
5. Operating audio so others can hear (headphones required).
6. Smoking, including preparation, on library property, including e-cigarettes. By law, no person may smoke within 100 feet of library entrances, exits, or outdoor areas, except on private residential property.
7. Using or distributing alcohol or illegal drugs in the library. Appearing to be under the influence of drugs or alcohol resulting in disruptive behavior.
8. Engaging in illegal activity in the library, including any illegal activity on computers



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and the wifi network.

9. Carrying a weapon into the library unless authorized by law.
10. Running, rough housing, or climbing on library furniture or behaving in a manner that could pose a danger to themselves or others on library property, including the use of skates, skateboarding, or bicycles.
11. Loitering, stalking, sleeping, or lying down.
12. Bringing animals into the library, except service animals or library program animals.
13. Leaving personal items unattended or obstructing walkways or preventing use of space by others with personal belongings. The library is not responsible for unattended items.
14. Bodily hygiene or possessions/belongings with strong odor that impedes the use of the library by others, including heavily applied scented products.
15. Refusing directives from library staff.
16. Violating any Federal, State, or local law, ordinance, or regulation.
17. Any behavior infringing on the rights or safety of others.

Enforcement

Any patron not abiding by these rules or regulations of the library may be required to leave the premises and may forfeit their library privileges. Library employees will contact area law enforcement officials if deemed necessary. See the WSPL Disaster Plan/Situational Manual.

The Library Board of Trustees, on the recommendation of the Library Director, may deny any patron who violates these rules and regulations the privilege of access to the library. A patron whose privileges have been denied may have the decision reviewed by the Board of Trustees.

During epidemics and pandemics that affect library operations, patrons will be expected to follow the recommendations and regulations set forth by local and state government, health officials, and the Board of Trustees and staff. If patrons do not abide by temporary procedures, including, but not limited to, social distancing, hand hygiene, wearing a mask while in the buildings, abiding by time limits, and not entering restricted areas within the building, they will be asked to leave the library.

Appeal

Any patron whose privileges have been restricted or denied may appeal to the Board of Trustees by submitting a written appeal to the President of the Board with a copy to the Director.