

## Policy 3-1-2. Patron Responsibilities and Rules of Conduct

*Revised 02/21/2024*

Josephine Community Library District (JCLD) is dedicated to creating an inclusive environment for everyone, regardless of their age, sex, race, religion, ethnic origin, disability (physical or mental), appearance, sexual orientation, socioeconomic status, political affiliation, gender identity, or gender expression. This policy applies to both the interior and exterior of the buildings, including all library property. Any language or behavior that threatens or damages this environment is prohibited on all library properties and may result in expulsion from the premises, either temporarily or permanently.

Dangerous, destructive or illegal conduct, including but not limited to the following, will not be tolerated:

- Physical abuse or assault, including fighting or challenging others to fight;
- Engaging in any behavior that a reasonable person would find to be disruptive, harassing, or threatening in nature,
- Damaging, destroying, stealing, or otherwise vandalizing library property.

Any person engaging in the above behavior(s) will be asked to leave the library property immediately with no further warning, and library privileges will be suspended for 90 days. In addition, law enforcement may be called, and appropriate legal action may follow.

- **Rules of Conduct**

For the comfort and safety of patrons, volunteers, and staff, and the protection of library property, the following are the library rules of conduct:

- Patrons shall respect the rights of staff, volunteers, and other patrons; offensive gestures, sexual harassment, profanity, abusive language including hate speech, and other disruptive behaviors will not be tolerated.
- Patrons are responsible for the behavior and supervision of their children; children aged 10 and younger must be accompanied by a parent, guardian, or responsible caregiver at all times and in all areas of the library.
- Use of tobacco products, controlled substances, or alcohol on library property is prohibited.
- Beverages with lids are allowed in the library except in all computer areas, unless otherwise prohibited. Food is limited to designated eating areas.
- Cell phone ringers must be turned off or to a non-noise setting upon entering the building; cell phone conversations should take place outside the library. Online conversations via Zoom or other app should also take place in designated areas or outside the library.
- Patrons must maintain a low volume of sound, including personal devices. Music and other loud demonstrations that may disrupt other patrons are

prohibited.

- Service animals, but no pets, are welcome in the library. Animals may not be left outside unattended within 10 feet of entrances.
  - Patrons must wear shoes and garments that cover the upper and lower torso at all times in the library.
  - Patrons' personal property should not block library doors, aisles, or access to materials and should not be left unattended.
  - Bicycles, carts, and other objects too large to store without impeding others must be left outside.
  - Patron's personal hygiene (body odor, excessive perfume) should not interfere with other patrons' comfortable use of the library.
- **Enforcement**

When a library staff person becomes aware that any patron is violating a library rule, the staff person shall take appropriate enforcement measures, as follows:

    - A person whose behavior violates this policy will be informed of the rules and asked to cease the behavior. A copy of this policy will be available on request.
    - For serious violations (including disruptive behavior and failure to comply when requested) the staff person may require the person to leave JCLD premises and not return the same day.
    - Subsequent offenses, refusing to comply with staff instructions, unlawful conduct, or conduct which is immediately threatening to the safety of patrons or staff will result in 90-day suspension of library privileges. In addition, law enforcement may be called, and appropriate legal action may follow.
    - Failure to leave or re-entering JCLD property prior to termination of a suspension will constitute trespassing.
    - If a violation is particularly egregious or dangerous or a customer engages in the same activity repeatedly, the library may permanently ban that customer from either a service (such as using the public computers) or from the library premises.
    - Any criminal activity shall be reported to the appropriate law enforcement agency.
    - A person who feels his or her library privileges have been wrongly suspended may appeal the decision in writing to the library director or designee within 30 days of receiving notification. The decision of the library director will be final.