

Ellsworth Public Library	1549 DeWitt St PO Box 338 Ellsworth, IA 50075-0338	Tel: 1-515-836-4852 Fax: 1-515-836-2162 library@ellsworthiowa.org
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LIBRARY CONDUCT POLICY

Prepared for: Ellsworth Public Library

Approved by: Board of Trustees

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Reviewed: February 2014

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Reviewed: April 2021

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Library Conduct Policy

Policy Statement

The Ellsworth Public Library will provide an environment for library patrons with rights to use the library undisturbed. Library employees have the right to work without undue interference.

Library Conduct Policy

Regulations

Library patrons are expected to be engaged in the productive use of the library's resources. This includes, but not limited to, reading, studying, researching, attending programs and utilizing library material. Patrons have the right to use the library undisturbed and library employees have the right to work without undue interference.

Procedures

All Library users and employees should be free of any threat of harm, invasion of property, or gross indignity. In an effort to protect these rights for all persons, the Library Board has approved the following rules.

Guidelines

No person shall engage in any conduct which disturbs or interferes with the legitimate use of the library, including – but not restricted to the following:

1. Willfully annoy, harass, or threaten another person.
2. Behave in a disorderly, loud or boisterous manner.
3. Interfere with another person's passage within the library or on library grounds.
4. Consume or possess alcoholic beverages, or use or possess controlled substances on library grounds or be under the influence of alcohol or controlled substances in a manner that causes public disturbance.
5. Possess any firearm, knife, any device which could be used as a weapon or other weapon prohibited by City Ordinance or State Statutes.
6. Deface or destroy library property.
7. Eat, drink or smoke in the library (unless eating or drinking is specifically allowed in an area or at a particular activity.)
8. Sleep in the library.
9. Remain in the library after regular closing hours.
10. Solicit funds or "panhandle."
11. Interfere with patrons' use of the library through poor bodily hygiene which is so offensive as to constitute a nuisance.
12. Bring animals into the library except as required by persons with disabilities.
13. Use skates or a skateboard in the library.
14. Play audio equipment at a volume that is disturbing to other users.
15. Campaign, petition, interview or survey patrons or staff in a manner that is disruptive to library activities.
16. Willfully expose patrons and staff to offensive images or language.
17. Engage in lengthy conversations (including conversations on cell phones) in areas intended for quiet study.
18. Interfere with the library's right to maintain a clean, pleasant and safe facility.

Response to Inappropriate Behavior

If any such person violates any such guidelines the following be enforced.

First Offense:

Warning: Persons shall be informed of inappropriate behavior and be asked to cease such behavior.

Second Offense:

Expulsion: Persons who refuse to behave more appropriately after a warning will be asked to leave the library and have all library privileges revoked. Persons will then have to appear before the board to plead their case and ask for their library privileges back if they wish to do so.