

# Library Code of Conduct

The Monmouth County Library is dedicated to protecting the rights and safety of library patrons, volunteers and staff. Our goal is to enable all library visitors to enjoy an inviting and comfortable atmosphere. Each person is expected to respect the rights of others and comply with the Library Code of Conduct while on library property.

## **Permitted conduct in the library includes:**

- Quiet enjoyment of library facilities.
- Small group congregation of social, study or discussion purposes that does not disturb the quiet enjoyment of other patrons.
- Service animals.
- Quiet and courteous use of cell phones.

## **Prohibited conduct in the library includes but is not limited to:**

- Any activity that constitutes a violation of federal, state or local criminal statutes or ordinances.
- Carrying a weapon into the library unless authorized by law. Any patron authorized to carry a weapon must notify the library staff that he/she is carrying a weapon and must provide proper identification.
- Damage, defacement, or theft of any library property or material.
- Possession, distribution, or use of alcohol except at authorized library events.
- Possession, distribution or use of controlled substances.
- Use of tobacco products except in designated areas outside of the building if permitted by law.
- Sexual conduct on library premises.
- Use of profanity, abusive or threatening language or threatening gestures, or unwanted physical conduct.
- Unreasonable noise levels including shouting, loud talking or disruptive conversation, uncontrolled or repeated ringing of cell phones, and loud cell phone conversations.
- Solicitations, petitions or canvassing in the library or on library premises.
- Rollerblading, roller-skating, skateboarding, or wheeled shoe use in the library or on library premises or bringing bicycles, skate boards, scooters or similar items inside the library.
- Consumption of food except in designated areas or at authorized library functions.
- Bringing animals inside the library with the exception of service animals or those allowed at a library-approved event.
- Lack of personal hygiene that interferes with the use of and enjoyment of the library by others or interferes with the work of library staff.
- Use of the library restrooms for sleeping, bathing, shaving, washing hair or changing clothes.
- Use of personal electronic equipment at a volume that disturbs others.
- Leaving children or adults who are in need of supervision unattended.

## **Enforcement:**

Violation of these rules may be cause for a prohibition from future use of library facilities and/or privileges to the extent warranted by the nature of the violation and/or any previous violations. The Commission authorizes library administration to suspend the library privileges of customers whose behavior prevents or interferes with the effective use of the library by other customers.

Library customers unable or unwilling to abide by the Library Code of Conduct may be asked to leave. Any person who repeatedly violates these rules, or any person who commits a single, serious violation of these rules, in addition to being asked to leave the library, may not be allowed to return to the library for a period of time designated by the Library Director.

Any customer whose privileges have been denied may have the decision reviewed by the Library Commission, upon written request submitted by the offending patron.