

BEHAVIOR AND USE OF LIBRARY FACILITIES

The Heartland Regional Library System Board of Trustees strives to maintain safe and secure facilities for public library service. The Library Board and staff have the right and responsibility to protect the safety of all library users and visitors and to maintain order on library property, which includes setting rules of behavior and regulations for the use of library buildings.

These guidelines have been developed in order to protect library users' right of access to library facilities and materials, to provide a safe environment for users and staff, to allow staff to provide essential services and materials, to protect library resources and facilities from damage and to provide a reasonably peaceful enjoyment of library facilities by all. These rules do not replace or preclude the use of good judgment on the part of library personnel in specific situations.

The following examples of conduct, which are a violation of these rules for behavior, are examples only and are not intended to be all exclusive.

On premises owned or leased by the library, no person and/or group shall:

- a) Engage in threatening, harassing, embarrassing, abusive, loud and disruptive language.
- b) Engage in fighting, threatening, harassing behavior including any assault or an assault and battery upon any person.
- c) Commit any offense of stealing or larceny, or of stealing or taking without permission any property that is not a person's own property, including but not limited to, property of the library system, property of any patron or visitor, or property of any staff member of the library (with the term property" including both funds and tangible property of any kind).
- d) Possess on library premises a firearm, knife, or any weapon of any kind (as defined in RSM571.010) unless authorized by law.
- e) Vandalize, destroy, damage, or deface any property of a library facility or any library property or property of any other person.
- f) Commit any indecent, obscene, lewd, lascivious, or obnoxious conduct including any indecent exposure of one's own person or someone else's person.
- g) Misuse, give away, possess, pass to another, or sell any controlled substance, provided that, use of a controlled substance which is authorized by a healthcare practitioner's prescription, in accordance with such prescription, shall be permitted.

- h) Consume or possess alcoholic beverages or other intoxicants on library premises. Be impaired or intoxicated on library premises by the use of alcohol or any other controlled substance.
- i) Consume food and beverages inside library facilities without permission from staff members.
- j) Use bicycles, roller-skates, scooters, or skateboards inside the library.
- k) Campaign on library premises for any candidate for public office or any public issue.
- l) Smoke or use tobacco in any form.
- m) Rearrange furniture without the permission of library staff.
- n) Make noise or behave in such a way that disrupts library services or the reasonably peaceful use of library facilities by any library patron or staff member.
- o) Gather inside or outside the library in such a way that access to library facilities by patrons or staff is blocked or disrupted.
- p) Enter library premises without wearing appropriate clothing including shirts and shoes.
- q) Conduct media interviews upon library premises without the permission of the director or director's designee.
- r) Persist in disturbing the public peace by loud or aggressive conduct, or by talking, singing, whistling, or any other disruptive sound, provided that this policy shall not prohibit quiet conversation between patrons and/or staff members.
- s) Violate any federal or state statutes or local ordinances.
- t) Engage in any conduct that is dangerous or disruptive to library staff or patrons.
- u) Use cell phones, beepers, etc. in the library if such use interferes with library business or distracts other patrons. Phone users may be asked to stop their phone use or move it outside the library.
- v) Use any library computer workstation, or any part of the library premises or any part of the premises of any library facility for illegal or criminal activity.

Library patrons or visitors in breach of the above regulations may be approached by a member of the library staff and asked to cease the behavior. If patron(s) or user(s) refuse

to cooperate, a staff person will advise them that the behavior must cease, or they may be asked to leave the library.