

# **Patron Code of Conduct**

## **For Grinnell Library**

The following Patron Code of Conduct was developed by the Grinnell Public Library District Board of Trustees to ensure a positive atmosphere in the Library's facilities. In order to insure constructive use of Library facilities, materials and services, as well as the personal comfort of all patrons, the Board of Trustees has established the following rules for use.

1. Patrons are welcome to use the materials and facilities of the Library as long as such use does not disrupt the use by others.
2. Patrons shall be engaged in activities associated with the use of the public Library while in the building.
3. Conversations should be kept in low voices as a courtesy to others. If you would like to hold a meeting or study group in the Library, Library approval is required.
4. Unacceptable Library behavior includes: misconduct such as sleeping, public drunkenness, the use of foul language and gestures, running, staring, soliciting, loitering, littering, damaging property, drug usage, sale or exchange of alcohol or drugs, loud talking and laughing, running, pushing, fighting, and other offensive behavior.
5. Unacceptable Library behavior is prohibited and may result in expulsion from the building and suspension of Library privileges. The Director or staff may ask any person acting in an unsuitable manner to leave the Library, after that person has been given one warning.
6. Harassing or excessive disturbance of the Library staff is prohibited.
7. Please do not bring food, drink, or illegal substances into the building. Individuals observed with such, you will be asked to surrender it immediately.
8. Any Library patron who vandalizes, steals, or destroys any Library materials, equipment or property components will forfeit all Library privileges and will be subject to financial liability for damages.
9. The Library assumes no responsibility for the care and supervision of children. Parents or caregivers must supervise the behavior of their children.
10. Please do not offer unsolicited advice or assistance to patrons. If you feel there is such a need, please contact a staff member immediately.
11. Patrons wishing to use headphones for instructional or recreational purposes should do so without disrupting patrons near them.
12. No animals are allowed in the Library, with the exception of those assisting disabled persons.
13. Patrons are required to wear acceptable clothing including shirts and footwear.
14. Cellular phones must not be utilized in the Library.

Grinnell Public Library District reserves the right to inspect bags, purses and briefcases of patrons. If patrons refuse such inspection, they will be asked to remain until the authorities can be called to conduct such an inspection.

Patrons are encouraged to report concerns to the Director or staff.