

# **AL 300 Responsibilities of Customers**

## **AL 320 Rules of Conduct**

***Adopted: 8/76, Revised: 10/82, 2/91, 6/97, 6/08, 2/14, 1/17***

The Metropolitan Library System reserves the right to require anyone of any age violating the Library Rules of Conduct to leave the library. Serious or repeated misconduct may lead to restrictions including loss of library privileges ranging from one day to two years, and/or appropriate legal action.

A person excluded from the use of the library building, property, and/or services may request in writing that the executive director reconsider such a decision and may present evidence to the executive director that the exclusion is not warranted under the circumstances or that s/he no longer poses a threat as described above.

The following actions and forms of conduct are not permitted:

- Engaging in any activity in violation of federal, state, local, or other applicable law or library policy.
- Engaging in any unlawful or potentially harmful activity on library property.
- Carrying firearms and/or dangerous weapons of any type, except armed law enforcement officers or Metropolitan Library System authorized security officers.
- Selling, consuming, possessing, or being under the influence of alcohol or illegal drugs. See Policies and Procedures for use of the meeting rooms for exceptions regarding alcohol consumption.
- Soliciting or conducting surveys or polls not authorized by the library. Petitions are permitted only within designated areas.
- Tampering with, defacing, littering upon, mutilating, or theft of property.
- Disrupting the use of library services of other members or staff.
- Harassing or stalking library members or staff, including verbal or physical intimidation.
- Fighting or challenging to fight; running, pushing, shoving, or throwing things.
- Entering the library with communicable diseases, contagious illnesses, lice, or other body or article infestation.
- Using restrooms other than for their intended purpose, including for bathing, shampooing, doing laundry, or preparing meals.
- Entering or being in the library barefoot, without a shirt, with wet clothes, with offensive body odor or personal hygiene, or being otherwise attired so as to be disruptive to the library environment.
- Entering unauthorized workspaces, including docks and back alleys.
- Blocking or impeding access of others or bringing items in that take up an excessive amount of space or present a potential danger.
- Monopolizing library space, equipment, materials, or facilities, preventing others from using them, including prolonged or chronic sleeping or lying down.
- Using or preparing to use tobacco products, including, but not limited to, cigarettes, pipes, smokeless tobacco, other tobacco products and electronic cigarettes/vaping



devices or any other product packaged for smoking or the simulation of smoking, except in designated areas in accordance with state and local laws. No smoking within 25 feet of entrances according to state law.

- Engaging in acts of indecent exposure or sexual activity of any kind.
- Leaving packages, backpacks, luggage, or any other personal items unattended. These unattended items are subject to immediate confiscation.
- Bringing animals into the library, with the exception of service animals.
- Leaving children unattended. The library assumes no responsibility for minors.
- Failing to comply with any reasonable staff request.

The Metropolitan Library Commission authorizes the executive director to establish procedures to administer this policy.