

# Who May Use The Library

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The library will serve all residents of the community and the public library system area. Service will not be denied or abridged because of religious, racial, social, economic, or political status; or because of mental, emotional, or physical condition; age; or sexual orientation.

The use of the library may be denied for due cause. Such cause may be failure to return library materials or to pay penalties, destruction of library property, disturbance of other patrons, or any other illegal, disruptive, or objectionable conduct on library premises.

It is a patron's responsibility to maintain necessary and proper standards of behavior in order to protect his/her individual rights and the rights and privileges of other patrons. If a patron creates a public nuisance, that patron may be restricted from the library and from the use of the library facilities.

## Code of Conduct

1. The library is a smoke free building. The use of tobacco products or electronic (or smokeless cigarettes or their equivalent) is prohibited inside facilities owned by the Village of Grantsburg.
2. Animals are not allowed in the library except as part of programs or as needed by disabled patrons.
3. No food or beverages are allowed at the library computers. Individuals are required to clean-up after themselves.
4. Acceptable attire is required, so as not to be disruptive to the library environment. Shirt and shoes must be worn at all times.
5. Patrons may not, at any time, solicit, sell or distribute merchandise or services in the library for any purpose without prior permission from the Library Board or Library Director.
6. The library accepts no responsibility for loss, damage or accidents to persons or personal property on its premises.
7. Library users are expected to conduct themselves in a manner which shows respect for others in the library.
8. Disruptive conduct which prevents others from enjoying the library or which endangers people or property is not allowed.
9. Public intoxication, drugs, and alcohol are prohibited in the library.
10. Weapons, or facsimiles of any kind, are prohibited in the library, except firearms, carried by law enforcement in accordance with Wisconsin law.
11. The staff may request that a person leave the library if he/she is not using the library for the purpose for which it is intended and is considered a threat, or disturbance to other patrons or library staff.
12. The staff may prohibit individuals from congregating or loitering in the building or on the village property in a manner that causes a disturbance or is inconsistent with the ordinary use of the library environment.
13. Children under 6 must be directly supervised at all times by an adult.
14. The library assumes neither responsibility nor liability for the actions, care, supervision or safety of minors. If an unattended child's behavior is disruptive or unsafe, or appears ill or upset, and the parent, guardian, or supervising adult or individual cannot be contacted within a half hour, the staff will call the police or Child Protective Services.

Approved 12/02/2015

Reviewed by Library Board of Trustees 06/06/18

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15. If the library is closing and the parent, guardian, or supervising adult of individual cannot be reached immediately, law enforcement or social services will be contacted for any unattended person under the age of fourteen.
16. The library staff reserves the right to report suspected truancy to the appropriate authorities during school hours.
17. The Director of the library may at her/his discretion withhold library privileges from any patron who does not comply with library procedures, including this Policy.
18. The Director and Staff of the Grantsburg Public Library are bound by the policies set by the Board of Trustees.
19. The Board of Trustees, depending upon the seriousness of violation(s) of this Policy, has the right to withdraw library privileges from individuals for a period determined appropriate by the Board of Trustees.

### **Staff Response to Infractions**

Violation of these rules is misconduct that can result in expulsion from the library and forfeiture of library privileges. Minor violations of these rules will first result in library staff attempting to educate or warn individuals about the policies before enforcing such policies. If an individual continues to violate these policies, staff may order them to leave for the day. However, any conduct that threatens the life or safety of any person or that is damaging to library property, equipment or facilities may result in immediate expulsion from the library premises.