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## **Patron Code of Conduct Brewster Public Library Rules and Regulations**

The Brewster Public Library (the “library”) endeavors to provide an atmosphere conducive to its mission as a public library. To ensure that all patrons of the Library are able to enjoy the facilities to the fullest extent during its regularly scheduled hours, the Board of Trustees has adopted these rules and regulations concerning the library building, grounds and parking area. The library has the right to amend the Code of Conduct at any time.

While on library premises, all patrons shall conduct themselves so that they will not interfere, by their actions or speech, with the rights of other library users. Patrons shall engage in activities associated with the use of a public library. Patrons who are not engaged in reading, study, or the use of library materials or services shall be required to leave the building.

### **Examples of Unacceptable Activities**

The following are examples of behaviors that are not permitted because they interfere with the enjoyment and use of the library by other customers, present a health or safety hazard, or are inconsistent with the library’s mission:

- Engaging in loud, aggressive or threatening language or conduct; fighting or challenging another to a fight; using profane language or obscene behavior or engaging in harassing behavior of any kind.
- Loud talking, yelling, singing or making any other noise that reasonably can be expected to disturb other library users.
- Sleeping, gambling or playing games (other than games for children supervised by a library staff member or authorized volunteer).
- Using, distributing or being under the influence of illegal drugs or alcohol.
- Eating, drinking, or using tobacco products in the library.
- Engaging in any kind of sexual activity or lewd behavior, or sexually harassing any person.
- Carrying weapons of any kind by unauthorized persons.
- Soliciting in the library or on library property or distributing and/or posting literature that has not been approved by the library administration.
- Using audio equipment, with or without headphones, at a volume that is audible to others.

- Using cellular phones, pagers, and other personal communication devices while in the library. All such devices should be turned off or set so that they are inaudible to other patrons and library staff.
- Failing to supervise the behavior of one's children or the children in one's care. Children below the age of eight must be with a caregiver at all times.
- Bringing animals, other than properly identified service animals, into the library.
- Entering or using the library without being fully clothed, including footwear.
- Having bodily hygiene that is offensive so as to constitute a nuisance to other persons.
- Entering staff areas; the unauthorized use of meeting rooms; or the improper use of stairwells, elevators, or other areas in and around library buildings.
- Failing to follow the Rules and Guidelines for Use of Library Computers.
- Vandalizing, stealing, defacing or destroying any library material, equipment, building component or other property. The library reserves the right to inspect the contents of any bag, knapsack or briefcase that a patron wishes to bring into the library or onto library grounds, including the parking lot.
- Failing to charge out library materials in accordance with established procedures.
- Failing to pay all fines imposed as a result of returning library material late or damaged, or reporting it lost. Failure to pay these fines shall result in suspension of borrowing privileges.

### **Loss of Library Privileges**

Engaging in any of the above behaviors may result in one or more of the following consequences, at the discretion of the Library Director, depending on the severity of the violation: initial warning; given a copy of the Patron Code of Conduct; library privileges suspended for seven days; library privileges suspended for thirty days; library privileges suspended for up to one year. Patrons who are suspended from the library for a period exceeding one day may petition to have their suspension reviewed by the Director, and then by the library's Board of Trustees.

**Please inform library staff if you observe anyone behaving in a suspicious or inappropriate manner.**