

HIGHLAND PARK PUBLIC LIBRARY

Policy 501 **Patron Conduct**

Purpose: To define required patron conduct on Highland Park Public Library (“the Library”) property.

General Policy

The Library is dedicated to providing a safe, welcoming, positive environment for staff and members of the public. The conduct of all visitors to the Library (“patrons”) must respect the rights of other patrons to ensure that the Library can be enjoyed by all patrons.

Patron Conduct

The following conduct is prohibited on Library property:

1. Committing or attempting to commit any activity in violation of Library policies or other local, state, or federal laws, statutes, ordinances, or regulations.
2. Engaging in any behavior that a reasonable person would find to be disruptive, harassing, abusive, or threatening in nature, including but not limited to prolonged staring at or following another person, running, verbal or physical intimidation, obscene conduct, loud conversations, or disruptive use of personal electronic equipment.
3. Interfering with the use of the Library by other patrons or Library employees’ performance of their duties, including interrupting conversations or interfering with safe and free passage by blocking aisles, doorways, or general access.
4. Damaging, defacing, misusing, or removing Library property. Computer usage is subject to the Internet Policy.
5. Bringing simulated or real weapons.
6. Using, possessing, or distributing alcohol, cannabis, cannabis or THC-infused products, drugs, or non-prescribed controlled substances.
7. Smoking or vaping.
8. Consuming non-alcoholic beverages from open containers without lids in the Library.
9. Consuming food outside designated areas in the Library.
10. Using cell phones in the Alyce and Leonard Brenner Room. Cell phone users must silence ringers and speak quietly in other areas of the Library.

11. Entering the Library without proper attire and shoes.
12. Entering the Library with bodily hygiene that constitutes a nuisance to others. The patron will be invited to return when the situation is remedied.
13. Using wheeled recreational devices, including but not limited to roller skates, roller blades, and skateboards.
14. Bringing animals into the Library, except those defined in the Americans with Disabilities Act as service animals. No animal may be left unattended.
15. Failing, as a caregiver, to address behaviors of children or vulnerable adults that violate the Patron Conduct Policy or leaving children under the age of 8 or vulnerable adults unattended per the Unattended Children / Vulnerable Adults Policy.
16. Entering non-public and staff-only areas without permission.
17. Sleeping in a manner that disrupts the use of the Library by others.
18. Leaving personal items unattended.
19. Photographing, filming, recording, or using equipment for commercial purposes in a way that violates the Photography and Video Policy.
20. Campaigning, petitioning, interviewing, surveying, or distributing materials within the Library building. Said activities on outdoor Library property must be conducted at a reasonable distance from Library entrances and not disrupt Library operations, impede patrons from entering or leaving the Library, or create unsafe traffic patterns on the sidewalks or parking areas.
21. Soliciting, conducting sales, or posting materials without the prior authorization of the Executive Director or their designee (“Executive Director”).

Library employees may contact the Highland Park Police if deemed advisable.

According to Illinois Statutes, the Library Board of Trustees (“the Board”) may exclude from the use of the Library any person who willfully violates the rules prescribed by the Board (75 ILCS 5/4-7.11). As such, any patron who willfully violates Library policy may be required by the Executive Director to immediately leave Library property and/or be subject to the temporary or permanent denial of the right to use the Library. Any patron whose privileges have been denied in whole or part may have the decision reviewed upon written request to the Board.

Reviewed August 9, 2022

Reviewed and revised October 15, 2024