

The Trussville Public Library has established this Behavior Policy to ensure that library facilities are safe, welcoming and provide equitable access to materials and services for all library users.

Trussville Library strives to provide the following to its patrons:

- Friendly and respectful service
- Equitable treatment regardless of age, sex, gender, gender identity or expression, ethnicity, national origin, ancestry, nationality, religion, sexual orientation, appearance, or disability
- Up-to-date and useful information
- Professional direction and guidance by trained and knowledgeable staff
- Confidentiality and privacy according to applicable law and in concert with other Library policies

When in library spaces, you are welcome to:

- Ask library staff for help with library-related questions and activities
- Freely browse the library's collection
- Use our computers and library materials
- Attend library programs and participate in other library activities
- Enjoy a beverage or a snack
- Use headphones on computers and other devices
- Enjoy quiet conversations and interact with others

We ask that you please remember to:

- Take your phone calls outside
- Keep your workspace tidy and throw your trash away in the trash cans located throughout the building
- Remain with your children at all times
- Respect Staff time and availability
- Respect others' personal space
- Keep conversations at a low volume and use headphones or earbuds for audio devices
- Be aware of closing time

We ask that you refrain from:

- Loud or disorderly conduct
- Leaving belongings unattended
- Running in the building or climbing on furnishings
- Re-shelving books, DVDs, or audiobooks
- Asking Staff to perform non-Library tasks
- Any activity that may prevent patrons from using the library or staff from conducting their work
- Asking for personal information or specific schedules of Staff members
- Misusing the restrooms (i.e. using them as a laundry or washing facility)

The following are examples of prohibited patron behavior or conditions:

- Harassing or threatening behavior, including but not limited to verbal abuse, violence, threats of violence, and possession of weapons
- Soliciting, petitioning, or canvassing
- Disrespect of staff

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- Leaving a child under 7 unattended
- The use of alcohol, drugs, cigarettes, or vape devices
- Personal hygiene, including but not limited to, clothing odor, body odor, excessive perfume/cologne which disrupts library patrons or staff. Excessive perfume or cologne may cause negative respiratory responses. Body odor: If a person's body odor is so strong that it interferes with use of the space, then the patron will be asked to leave until the situation is remedied.
- Damaging, defacing, or theft of any Library property or materials
- Viewing pornographic material
- Bringing animals into the Library, except registered service animals or those who are a part of a program
- The use of false identification to obtain a library card, or use of another person's library card without his/her permission.
- Use of another patrons card to circumvent limits on services

Enforcement:

The Trussville Public Library Board of Trustees and Library Director welcomes visitors and encourages them to use the library's resources. The Board and Library Director also acknowledges the necessity to maintain an environment in which patrons and staff can be free from harassment, intimidation, threats to their safety and well-being, and protects library materials and facilities from damage.

Staff will ask patrons to cease any behavior that violates this Policy. A patron's failure to comply with reasonable requests from Staff to cease prohibited behavior may result in permanent revocation or temporary suspension of their Library privileges and denial of future access. Patrons failing to comply with local, state, and federal laws are subject to prosecution.

The Library Director (or authorized designee) may revoke or suspend a patron's Library privileges by sending written notice of that determination to the patron's address on file. Patrons may appeal the determination by writing a letter of appeal to the President of the Library board, NAME/ President of Trussville Public Library Board of Trustees/201 parkway drive/Trussville, AL 35173. The letter will be reviewed at the next regularly scheduled board meeting and the decision will be communicated to the patron within 10 days of the meeting.