



# CODE OF CONDUCT

## WELCOME TO THE NORTH MIAMI BEACH PUBLIC LIBRARY!

Our Library offers an extended collection of materials for research, reading, and studying. The Library also provides educational and cultural events as well as community programming. The following Code of Conduct is in place to encourage our patrons to assist us in providing a superior atmosphere and exceptional service in a welcoming environment.

Actions that interfere with our mission include damage to our building or equipment, injury to patrons or staff, or infringement on the rights of others to peacefully enjoy our facility and services. Patrons unable to comply with this Code of Conduct will be asked to leave and may return able to do so. Repeat violators may be warned that, if necessary, the authorities may be called and a trespass order may be issued. Patrons who have been notified of an issue and are willing to modify their behavior to adhere to the Code of Conduct are always welcome to stay.

## RESPECTFUL BEHAVIOR

Be considerate and respectful of others in the library. The library is a space for every member of the community to work and study. Designated Quiet Areas will require users to maintain a quiet atmosphere which may prevent the use of phones other than in a muted or silent mode.

Unacceptable behaviors include:

- Lewd or suspicious behavior
- Verbal/ physical abuse or sexual harassment of library users or staff
- Inappropriate language that is belittling, derisive or offensive to others including family members
- Public display of aggression or physical discipline of children
- Illegal activity of any sort
- Use of profanity, loud talking, or other obnoxious sounds (i.e. laughing loud, whistling, etc.)
- Entering areas of the library restricted to staff members without permission
- Smoking, drug use, and the consumption of alcoholic beverages
- Possession of weapons on library property
- Possession of animals (except service animals)
- Eating and/or drinking (only *capped* water bottles allowed)
- The wearing of inappropriate clothing (transparent garments, hoodies or similarly obscuring garments, underwear or swimwear in lieu of regular clothing, etc.)
- Selling or soliciting (for example, asking patrons for money to print)



Any child under the age of 10 **must** be accompanied by an adult at all times. The Library does not offer childcare; a parent or caregiver is responsible for the safety, behavior, and well-being of their child at all times they are on Library property.

The Library does not allow patrons to bring animals, including pets or emotional support animals, onto the premises for the health and safety of all our patrons. Service animals are always welcome at the Library; their owner is responsible for their behavior while in the building.

The Library does not allow outside food or beverage in the building, except in the case of water bottles with closable lids. Patrons with food will be asked to eat off the premises, or in the case of unopened containers to keep their food and drink stored for the entire duration of their Library visit.

## NOISE & DISTURBANCES

The following behaviors are considered inappropriate use of the Library's shared space and resources:

- Inappropriate attire (shoes and shirts are required at all times except for non-walking infants)
- Sleeping, snoring, sitting, or laying on the floor
- Moving library furniture without permission
- Disruptive use of electronics (cellphones, radios, loud sounds on computers or headphones, loud cellphone keypad number dialing, etc.; please use headphones for devices that emit sound)
- Bathing, shaving, washing clothes, undressing outside of bathroom stalls, filling water balloons, or other misuse of restrooms
- Extreme unkempt bodily hygiene (ex: extreme body odors or relieving oneself outside the restroom areas)
- Skateboarding, roller-skating, hoverboarding, or any similar activity
- Installing or downloading programs on public library computers
- Watching extreme or offensive content in the public computer area (for example, pornography)
- Loitering, including refusal to leave at closing or leave a library area when requested by staff
- Unruly/offensive behavior toward staff, other patrons, or the building and its resources
- Videotaping, recording, or filming without express permission from the Director

Patrons exhibiting any of the behaviors above will be asked to desist by staff; if they continue, they may be asked to leave the Library until such time as they can follow this Code of Conduct.

## APPROPRIATE LIBRARY USE

The following behaviors are examples of use of the Library in an appropriate and respectful manner:

- Obtain a Library Card in order to use and reserve all facility areas, including study rooms, program access, and take-home materials
- Materials are for everyone to use; please feel free to browse, but do not conceal library materials in the library for your own exclusive use
- Instead of re-shelving books, leave them on shelving carts for the staff to handle; the Library must record their use and in some cases repair or sanitize them before shelving



- Use computers carefully and respectfully to avoid damaging them and ensure that they can easily be used by the next patron
- **Only** use your own library card; using other patrons' cards may lead to privacy concerns or restriction of accounts
- The shared space is for community members; please do not block, fill, or "save" seating or other library facilities or spaces that others may wish to use
- Be conscientious of others using the shared space; keep conversations and use of electronic items that make noise moderate
- Attend programs and grow educationally and culturally by discovering the diverse richness of our
- community
- Get involved by supporting our Friends of the Library, volunteering, or donating to the Library
- Together, we all help our Library thrive!

