

LIBRARY USE POLICY

The Warrenville Public Library District supports the rights of individuals to access information and use the Library without discrimination, intimidation, threat of harm or invasion of privacy. The Library is dedicated to providing friendly, courteous and respectful service.

In order to maintain a safe, clean and comfortable environment, individuals are expected to abide by the following conduct guidelines.

Protect Library Property

The Library is responsible for maintaining and protecting its collections, equipment and property for present and future use. Intentional damage, destruction or theft of materials, equipment or property belonging to the Library or any individual at the Library is prohibited.

Ensure a Safe and Secure Environment

The Library is responsible for providing a safe and secure environment for all individuals. Activities that constitute a violation of Federal, State or Local law or ordinance are prohibited. Examples of prohibited activities include but are not limited to:

- Occupying areas of the Library that are not age appropriate
- Prolonged or chronic sleeping
- Excessive displays of public affection
- Sexual, physical or other harassment
- Bringing unauthorized weapons on Library premises
- Possessing, selling, consuming or being under the influence of alcohol or drugs
- Engaging in any behavior that a reasonable person would find disruptive, harassing or threatening in nature including peeping, stalking, indecent exposure, prolonged staring at, electronic recording of or following another individual
- Engaging unwilling individuals in ongoing discussion
- Soliciting, panhandling or gambling
- Trespassing when banned from the Library
- Impeding passageways with personal property
- Leaving personal property unattended

Children's Safety

Children seven years of age and younger must be within sight and under the direct supervision of an adult. To provide an appropriate and safe atmosphere for children, adults not accompanied by children are to use the Youth Services area of the Library only for the purposes of retrieving materials, speaking with Library staff or in specific circumstances as directed by staff. The Youth Services restroom is intended for children and their adult caregivers, except in special circumstances. Children not accompanied by adults may use the Adult Services area of the Library for the same purposes indicated above.

Provide a Comfortable and Welcoming Environment

The Library is responsible for providing a comfortable and welcoming environment for all individuals. Individuals should be respectful of each other and behave in a manner that does not disrupt other individuals or interfere with normal library operations.

Examples of disruptive behaviors include but are not limited to:

- Using profane, obscene or abusive language
- Creating unreasonable noise and/or engaging in boisterous activity
- Speaking at a volume that disturbs others
- Using audible devices without headphones or using headphones at a volume that disturbs others
- Running, pushing, fighting or shoving
- Operating roller skates, cycles, skateboards or similar items in the Library
- Failing to comply with a reasonable staff request or failure to leave the Library during emergencies and/or at closing time
- Viewing, in plain sight, materials which are inappropriate for the surroundings, including potential passersby
- Violating the Library's rules for acceptable use of the Library's public access computers and wireless Internet (See Policy No. 250 Public Access Computers)

Maintain a Healthy and Clean Environment

The Library is responsible for maintaining a healthy and clean environment for all individuals. Considerate consumption of covered beverages is permitted in all areas of the Library. Consumption of snack food is limited to the Library's lower level lobby or in spaces designated by staff. Attire should be appropriate for a public facility. Examples of behaviors that are not conducive to providing a clean and hygienic environment include but are not limited to:

- Using cigarettes, e-cigarettes, marijuana, chewing tobacco or other tobacco inside the Library or within 15 feet of any entrance, exit, window or ventilation intake.
- Consuming food or beverages in a manner that creates an unclean environment, attracts insects or vermin, disrupts other users or is harmful to Library resources
- Personal hygiene that poses a health risk or disrupts other users
- Bringing animals inside the Library, with the exception of service animals and those allowed during Library-sponsored programs
- Using restrooms for bathing or washing of clothes

Enforcement of the Library Use Policy

Enforcement of this policy will be conducted in a fair and reasonable manner. Library staff and/or the Warrenton Police Department will intervene to stop prohibited activities and behaviors. Individuals who fail to observe this policy may be asked to leave the property, be banned from the Library for a period of time, subject to arrest or subject to other legal action.

Policy Revision Log

Revised and Approved 10/18/17

Approved 4/19/2017, effective 5/1/17

Policy No. 320 – Library Use Policy

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