

## Pinckney Community Public Library Rules of Conduct

To maintain pleasant facilities for all library patrons, the Library Board of Trustees has adapted the following Rules of Conduct.

1. Patrons shall respect the rights of other patrons. Patrons shall not harass or annoy others through noisy or boisterous activities, by staring at another person with the intent to annoy that person, by following another person about the building with the intent to annoy that person, by playing audio equipment so that others can hear it, by singing or talking loudly to others or in monologues, or by displaying print or non-print materials of an offensive nature to others, or by behaving in a matter that can be reasonably expected to disturb others.
2. For their own protection, very young children may not be left unattended in the Library. The library staff is not responsible for providing supervision. Parents or caretakers are responsible for their children's behavior while in the library. Children under the age of ten (10) years must be accompanied by an adult who remains in the library to provide supervision. Children four (4) years or younger must have adult supervision within the children's area at all times.
3. Patrons shall engage in activities associated with the use of the public library. Patrons not reading, studying, or using library materials may be required to leave the building.
4. Each patron shall be responsible for any fines, fees or other charges due in accordance with the library's standard schedules. Failure to pay these fines will result in the suspension of borrowing privileges.
5. The library allows food consumption in connection with events sponsored through the library or within approved locations. Patrons are allowed to carry beverages inside the library as long as they are in sanctioned, covered containers.
6. Persons using the library shall **not**:
  - a. Use tobacco or tobacco products.
  - b. Possess, consume or be under the influence of any intoxicant or any controlled substance (except as may be authorized by prescription).
  - c. Be shoeless or shirtless.
  - d. Use abusive language to patrons or staff.
  - e. Deface or mar library materials including books, magazines, newspapers, recordings or other items of the library collection. Nor shall they deface, mar, or in any way destroy or damage library furnishings, walls, machines, or other library property.
  - f. Remove materials from the library without checking them out according to standard library procedures.
  - g. Enter a non-public area; enter or remain in the library after closing hours.
  - h. Bring animals into the library without prior approval.

- i. Engage in any illegal activity while in the library building or on library property.
- j. Interfere with the use of the library by other patrons, or interfere with library employees' performance of their duties.
- k. Bring or use any weapons in the library.
- l. Violate any of these Rules of Conduct or fail to follow library policies, directives, or procedures.

Any patron not abiding by these or other rules and regulations of the library may be required to leave the library premises and may forfeit their library privileges. Library employees will contact the police if advisable.

Violators will be asked to cease with a verbal warning by the library staff on duty. If the user does not comply with the request, their access to the library's computers and Internet shall be terminated. If they refuse, the police may be called. Subsequent violations of the library's policies shall result in additional suspensions of increasing length, and ultimately may result in a permanent termination of computer or Internet privileges.

Any user denied access may appeal in writing to the PCPL Board of Trustees within 10 business days. The decision of the Board is final.

Patron identification may be requested. Disciplinary measures will be applied to all persons without discrimination as to origin, age, background, views, or physical attributes, such as manner of dress or hygiene.

Adopted by the Pinckney Community Public Library Board of Trustees

Adopted 10/2008

Revised 10/22/2012