

MacDonald Public Library

PATRON CODE OF CONDUCT

To allow all patrons of the library to use its facilities to the fullest extent during regularly scheduled hours, the Library Board of Trustees has adopted the following rules and regulations:

1. Patrons shall engage in activities associated with the use of a public library. Patrons not reading, studying or using library materials may be required to leave the building.
2. 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 manner that can be reasonably expected to disturb others.
3. Patrons are required to set cell phones and other communication devices to no-ring (vibrate) mode upon entering the library. Patrons needing to use a communication device to make or receive calls must use the lobby, vestibule, or exit the building. Voices must be kept at a reasonable level so as not to disturb other library patrons.
4. Patrons shall not consume food, smoke or use tobacco, tobacco-like products or e-cigarettes.
5. Patrons shall not engage in any illegal activity while in the library building.
6. Patrons shall not interfere with the use of the library by other patrons, or interfere with library employees' performance of their duties.
7. Patrons shall not deface or mar library materials. Nor shall they deface, mar or in any way damage or destroy library furnishings, walls, equipment, landscaping, or other library property.
8. Patrons shall not enter the building without appropriate clothing including a shirt and shoes. Patrons whose bodily hygiene is offensive so as constitute a nuisance to other patrons, may be required to leave the building.
9. Patrons shall not bring pets or animals (other than service animals) into the library.
10. Any materials removed from the library must be checked out on a valid library card or through other standard library procedures such as interlibrary loan. Patron identification, that is name, address, and phone number, may be required.
11. 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.
12. Any patron not abiding by these or other rules and regulations of the library may be required to leave the library property and may forfeit their library privileges. Library supervisors will contact the police if deemed advisable.
13. The Library Board of Trustees may deny any patron who violates these rules and regulations the privilege of access to the library, on the recommendation of the Library Director. A patron whose privileges have been denied may have the decision reviewed by the Library Board of Trustees.