



Library Standards of Conduct

The Board of Trustees has established these standards in order to ensure everyone's use of the library is as pleasant and productive as possible. The Board and staff enthusiastically support the library's role as a public institution open to all people. The library strives to offer high quality service free of bias and favoritism. Adherence to these guidelines will enable everyone to use the library building, services, and materials in a safe and enjoyable environment.

Any activity which interferes with the rights of other patrons to use the library, or on the mobile library, which endangers patrons or staff, or could result in damage to library property or materials is unacceptable.

Inappropriate behavior includes but is not limited to:

- abuse or vandalism of library property, including library materials
- abusive, offensive or obscene language
- bringing in animals other than guide dogs and other assistive animals
- carrying weapons of any kind except by law enforcement officers or as authorized by law (i.e., a permit is required to carry a gun)
- Failure to cooperate with reasonable requests by library employees and volunteers
- fighting, running or horseplay
- harassment of any kind
- illegal activity of any kind
- intoxication
- loud conversation which is disturbing to others
- obstruction of aisles or doorways
- possession of alcohol or illegal drugs
- sexual misconduct
- sleeping
- solicitation of patrons or staff
- unauthorized distribution or posting of flyers or leaflets
- use of tobacco products and electronic smoking devices
- violation of the library's Internet Policy

Appropriate Clothing: Shirt, shoes and appropriate clothing are required for all patrons, including children, while in the library building.

Use of Cellular Phones: The use of cellular or portable telephones is not permitted in the quiet study room, the technology room, other designated quiet areas, or during any library program. Please refer to current guidelines for further direction.

Use of Radios, CD Players or other listening devices: The use of radios, CD players, or other listening devices without personal earphones is restricted to designated areas such as listening rooms in the Audiovisual Department.

Motorized Vehicles: All motorized vehicles, including motorcycles, must be parked in designated parking areas. Parking in the Library Parking Lot is reserved for users and visitors of the Carmel Clay Public Library and may not be used for school parking.

Use of Bicycles, Roller Skates/blades/shoes, Skateboards or Scooters: The recreational use of bicycles, roller skates/blades/shoes, skateboards or scooters on library property is prohibited. They may be used as transportation to the library only and are not permitted to be used inside the building.

The library reserves the right to expel and/or restrict the library privileges of anyone who violates these standards of conduct. Unlawful activities will be reported to the police.

Update pending approval from the Board of Directors