

## **CHAPTER 6: LIBRARY CONDUCT POLICY**

Library patrons are expected to be engaged in the productive use of the library's resources. This includes reading, studying, researching, attending programs and utilizing library material. Patrons have the right to use the library undisturbed and library employees have the right to work without undue interference.

All library users and employees should be free of any threat of harm, invasion of property, or gross indignity. In an effort to protect these rights for all persons, the Library Board, pursuant to authority granted in Chapter 6 of Title 2 of the City Code for the City of West Des Moines, has approved the following rules, which have been adopted as regulations of the City of West Des Moines, section 7-12-2.

No person shall engage in any conduct which disturbs or interferes with the legitimate use of the library, including - but not restricted to - the following:

1. Willfully annoy, harass, or threaten another person.
2. Behave in a disorderly, loud, or boisterous manner.
3. Interfere with another person's passage within the library or on library grounds.
4. Consume or possess alcoholic beverages, or use or possess controlled substances on library grounds or be under the influence of alcohol or controlled substances in a manner that causes public disturbance.
5. Possess any firearm, knife, any device which could be used as a weapon or other weapon prohibited by City Ordinance or State Statutes.
6. Deface or destroy library property.
7. Eat, drink or smoke in the library (unless eating or drinking is specifically allowed in an area or at a particular activity).
8. Sleep in the library.
9. Remain in the library after regular closing hours.
10. Solicit funds or "panhandle."
11. Interfere with patrons' use of the library through poor bodily hygiene which is so offensive as to constitute a nuisance.
12. Bring animals into the library except as required by persons with disabilities.
13. Use skates or a skateboard in the library.
14. Play audio equipment at a volume that is disturbing to other users.
15. Campaign, petition, interview or survey patrons or staff in a manner that is disruptive to library activities.
16. Willfully expose patrons and staff to offensive images or language.
17. Engage in lengthy conversations (including conversations on cell phones) in areas intended for quiet study.
18. Interfere with the library's right to maintain a clean, pleasant and safe facility.

### **UNATTENDED JUVENILES**

The Library Board and staff are concerned for the safety and welfare of juveniles who use the library unattended by a parent or guardian. The library also has an interest in maintaining an environment free from disruptive behavior by unattended juveniles.

It is the responsibility of parents/guardians to:

- Stay at the library with juveniles under the age of seven.
- Encourage positive behavior by their juveniles while in the library.
- Cooperate with the library staff if their juveniles are disruptive or if they interfere or endanger others.
- Provide a means of transportation home from the library by the time the library closes.

The Library Board respects the rights and privacy of all library patrons. Library staff will only intervene when juveniles are left unattended and problems of safety, disruptive behavior, or well-being occurs. Library staff will follow established library procedure for the protection of the juvenile or to maintain an environment free from disruption in accordance with the Library Conduct Policy.