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Welcome to the Fort Hunter Free Library! We’re happy you’re here. The following rules have been adopted by our Board of Trustees to maintain a safe and secure space for you to enjoy our facilities, programs, and collections. If you need any help, we’re here to answer questions and offer guidance.

It’s important to always respect the rights of other patrons and library staff. Our staff are here to help you, but they need to be able to perform their duties without interference.

Policy Title: **Code of Conduct**

Policy Purpose: The Fort Hunter Free Library is committed to patron and staff comfort and safety. To ensure a welcoming, safe, secure and enjoyable environment where all are equally entitled to use of the facility and library services, the Fort Hunter Free Library staff will follow the following Code of Conduct policy.

Policy:

1. Patrons shall engage in activities associated with the use of a public library.
2. Any patron not abiding by these, or other regulations of the library may be required to leave the library premises and may forfeit his or her library privileges. Library employees will contact the police if deemed advisable.
3. The library board of trustees authorizes library staff and law enforcement officers to enforce the library’s published code of conduct policy up to and including long-term suspension of library privileges, permanent banning from the library or prosecution.
4. A patron whose privileges have been suspended or revoked may have the decision reviewed by the board of trustees.
5. Persons entering or refusing to leave the building after being evicted or banned will be charged with trespassing. Patrons shall respect the rights of other patrons.
6. Patrons shall not assault, harass or annoy others in the library. This includes noisy or boisterous activities, staring at another person with the intent to annoy that person, following another person about the building with the intent to annoy that person, playing audio equipment so that others can hear it, singing or talking loudly to others or in monologues, using profanity, displaying print or nonprint materials of an offensive nature to others or by behaving in a manner that can be reasonably expected to disturb others.
7. The library requests all individuals to set their cell phones to no-ring (vibrate) mode upon entering the library. Voices must be kept at a reasonable level so as not to disturb other patrons or staff.
8. Smoking is prohibited throughout the library’s facilities. Smoking is permitted on library grounds by anyone over the age of 18 so long as smoke does not enter the building.
9. Non-alcoholic beverages may be consumed in the library if they are in closed containers. Alcoholic beverages are prohibited in the library unless previously approved by the library board.
10. Patrons may not utilize the library while under the influence of alcohol or drugs.
11. Patrons shall not engage in any illegal activity while in the library building. Persons whose actions violate state or local law will be prosecuted.
12. Patrons shall not interfere with the use of the library by other patrons or with library employees’ performance of their duties.
13. Patrons shall not 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.
14. Patrons shall not enter the building without appropriate clothing including a shirt and shoes. Patrons whose bodily hygiene is offensive so as to constitute a nuisance to other patrons or library staff may be required to leave the building.
15. Patrons shall not bring pets or animals into the library, other than service animals.
16. Knives with blades longer than 3” and guard dogs are not allowed in the library or on library property. Individuals carrying guns must have a concealed weapons permit on their person.
17. 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.
18. Unauthorized use of the library’s computer network or failure to comply with the library’s Internet Access and Use policy may result in suspension of library privileges.
19. In cases of disruptive behavior patron identification including name, address and phone number, may be requested.

Approved: