

Oskaloosa Public Library		Behavior/Conduct	
Policy:			
Adopted:	May 24, 1998	Last Revision:	February 2007

In order to ensure safety and security and to provide a suitable environment for the library use, the following guidelines have been approved by the Oskaloosa Public Library Board of Trustees:

1. All persons are welcome in the library. Parents and guardians are responsible for the conduct and safety of persons under their care.
2. Library materials must be properly checked out. Certain materials, such as reference books, genealogy materials, new periodicals, and vertical file materials may not be removed from this library.
3. Library furniture and equipment available for public use must be used for their intended purpose.
4. Library staff reserves the right to inspect all bags, briefcases, backpacks, containers, books and any similar items.
5. Library telephones are for library business only. In deference to the other library users, library staff will not page patrons.

The following forms of conduct are not permitted:

1. Behavior which may result in disturbing other library users, including, but not limited to loud talking, loud cellular phone use, loud audio equipment, profanity, screaming, running, shoving, throwing things, misuse of library furniture and equipment, physical or verbal harassment or threats.
2. Unauthorized or unscheduled group meetings or activities.
3. Eating, except in approved areas by prior arrangement.
4. Bringing beverages without covers into the building.
5. Use of tobacco, alcohol, or illegal substances.
6. Entering the library without shoes and shirts.
7. Damage, destruction, theft, or improper use of library property or facilities.
8. Sleeping.
9. Carrying, displaying, or drawing any unauthorized dangerous weapon.
10. Entering non-public areas such as staff work rooms, offices, equipment rooms, and storage areas.
11. Using a third floor room without permission.
12. Animals except for service animals, unless authorized.
13. Any form of sexual misconduct, including (but not limited to) exposure, offensive touching, or sexual harassment of patrons or staff.
14. Selling, advertising, petitioning, or soliciting for contributions or support, except as authorized.
15. Any illegal act or conduct in violation of federal, state, or local law, ordinance, or regulation.
16. Using restrooms to bathe, shave, or launder clothing.
17. Leaving children unattended.
18. Entering the library if you have neglected your bodily hygiene so that it is offensive and

constitutes a nuisance to other patrons.

19. Failure to pay fines, fees, or other charges due in accordance with the library's standard fine/fee schedules.
20. Bringing in bicycles (bicycle racks are provided). Skateboards, in-line skates, etc. must be carried at all times.

PERSONS WHO FAIL TO COMPLY WITH ANY OF THE ABOVE WILL BE ASKED TO LEAVE THE BUILDING OR BE SUBJECT TO ARREST.

The staff has the responsibility to enforce discipline within the library. The staff determines when the behavior is inappropriate. Response to inappropriate behavior should be immediate.

Procedure

1. Warning: In most cases, patrons who are behaving inappropriately in the library will be given one warning, and asked to behave in an appropriate manner.
2. Expulsion: Patrons who refuse to behave more appropriately after one warning will be asked to leave the library.
3. Calling the police: In cases where patrons pose a clear danger to themselves or others, or where there is deliberate violation of the law, or refusal to leave the library after being asked to leave by a staff person, the staff person is authorized to call the police.