

Pine River Public Library District

Code of Conduct

Pine River Public Library District

Pine River Library provides open, equal and free access to information and ideas to all members of the community. To facilitate that goal, a code of conduct is provided to assist staff, volunteers, and patrons in promoting free, equal, and safe access to all of the resources the library has to offer. Our code is designed to foster an atmosphere of mutual respect and consideration and applies to all patrons, volunteers, and staff while on library property.

While at the library, you are responsible for:

- Asking the staff for help. Let us know when you are unable to find what you need so that we can assist you. This also helps us know how our collection could be strengthened.
- Letting the staff know if you need accommodation or if you need assistance to fully use the services the library provides.
- The safety, wellbeing, and conduct of children in your care.
- Cooperating with the requests of the library staff.
- Wearing appropriate attire that includes shoes and a shirt.
- Taking care of library materials, equipment, and facility.
- Keeping food and drinks away from equipment or materials, avoiding mess or spills.

While at the library, the following behaviors are prohibited:

- Any behavior which is prohibited by local, state, or federal law.
- Possession, use, or consumption of alcoholic beverages, illegal drugs, or tobacco.
- Openly carrying firearms or possessing any other weapons or objects that appear like weapons. A permit to carry a concealed handgun authorizes an individual to carry a concealed handgun. (See Weapons Policy for more information.)
- Behavior which is unsafe or disturbing/distracting to other patrons, volunteers, or staff such as shouting, screaming, excessive public displays of affection, pushing, running, shoving, or throwing objects.
- Verbally or physically harassing or threatening other patrons, volunteers, or staff. Harassment includes: initiating unwanted conversation, obscene language, impeding access to or within the building, or any other actions that can be reasonably perceived to be hostile, threatening, intrusive, or offensive. This includes placement of cords for electronic equipment.
- Parents or caregivers are responsible for children in the library. (See Child Safety Policy for more details.)
- Indecent or offensive clothing is prohibited.
- Sexual misconduct, such as exposure, offensive touching, verbal comments, or unwanted sexual advances to patrons, volunteers, or staff.

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- Using profane, obscene or abusive language, including racial, ethnic, or other epithets.
- Access to staff areas unless accompanied by a library employee.
- Refusing to leave the library when asked to do so.
- Tampering with library materials or equipment, making it difficult for others to locate or use them.
- Personal hygiene that is offensive and interferes with others' use of the library.
- Using radios, computers, tablets, listening devices, or personal game devices at a volume level which can be heard by others.
- Misuse of restrooms.
- Loud or disruptive use of cell phones.
- Use of children's or teen computers or reading areas by adult patrons. (See Child Safety Policy for more information.)
- Posting/distributing printed literature that has not been approved by the library director.
- Excessive sleeping in the library.
- Soliciting, panhandling, or gambling on library property.

NOTE: This list is not all inclusive; other behaviors judged inappropriate by Library staff may be cause for consequences.

CONSEQUENCES OF MISCONDUCT:

Pine River Library will apply these rules in a fair and equitable manner for the benefit of all. If any information is unclear, please ask a library staff member for clarification. The consequences of misconduct may be any of the following: verbal warning, expulsion from the library, or loss of library privileges. Parents may be called or notified in writing in the case of minors (under 18 years of age).

The Library reserves the right to inspect all bags, purses, briefcases, packs, and coats when theft is suspected.

Policy Created: 2014

Reviewed by the Board of Trustees: July 2021

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