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www.bellwoodlibrary.org



RULES FOR PATRON BEHAVIOR

In order to provide a safe and pleasant atmosphere for library patrons and staff, the Library Board of Trustees has established the following rules:

1. Any misconduct or inappropriate behavior that hinders others in their use of or access to the library is prohibited; this includes but is not limited to profanity, threatening others and fighting.
2. Theft or vandalism of library property may be prosecuted, as will any violation of federal, state, or local ordinances on library property or misuse of library materials, equipment, furniture or facilities, or another's property.
3. Solicitations, distribution of leaflets, taking surveys, asking for petition signatures, or similar activity is not allowed except as authorized by the library.
4. Playing in the library parking lots and around the entrances to the building can be hazardous and will not be permitted.
5. The library may limit the number of people who may sit together at a table in order to promote a quiet environment. Furniture is placed for the convenience of all and should not be arranged.
6. Children under 8 years of age must not be left un-attended and must be under the direct supervision of a parent or other responsible caregiver 12 years of age or above.
7. Please keep your personal belongings with you at all times; the library is not responsible for belongings left unattended.
8. Animals are not allowed in the library except those licensed as aides for the disabled.
9. Use of the lower level reading room is restricted to adults unless an exception is made by a librarian.

10. Cellular phone usage must not disturb the public or the staff. You may be asked to use your phone outside the library.
11. Sleeping, panhandling, and running is prohibited.
12. Posting notices without approval of the library is not allowed.
13. Being under the influence of alcohol or controlled substances, and or possession or consumption is not allowed.
14. Laundering clothes in the Library, hygiene that disrupts staff or patrons from using library facilities, collections or services, as well as shaving, and bathing is prohibited.

Consequences:

Minors: Children will be warned at least two times before being asked to leave the Library. Those who cause repeated disruption in the Library will be warned that their library privileges will be restricted. If the behavior continues, they will be barred for one month. Whenever possible the parents will be contacted. If the behavior continues, the second restriction will be up to one year, depending on the offense.

Adults: Adult patrons who cause disruptions in the library on a repeated basis, will have their library privileges revoked and they will not be allowed to enter the building. If the behavior continues, they will be barred for one month. If the behavior continues, the second restriction will be up to one year, depending on the offense.

Persons violating these rules will be warned and may be required to leave the library building and grounds.

Board Adopted: December 12, 2017