



Code of Conduct Policy

The Brumback Library seeks to provide quality library service to all patrons. The following Code of Conduct has been created to do the following:

1. Protect the rights of individuals to use library materials and services
2. Protect the right of library employees and volunteers to conduct library business without interference
3. Ensure the use of the buildings, materials and services by the greatest number of individuals
4. Preserve those materials and facilities from harm
5. Ensure the safety of library patrons, employees, and volunteers

We ask for your cooperation in maintaining a pleasant atmosphere, conducive to the effective use of library materials and services. As such, please note the following:

1. Enjoy your food and covered drinks in the Library. Please dispose of trash, crumbs and debris properly.
2. We love pets, but only service animals or those approved by the Director are permitted in the library.
3. Designated Teen areas are designed for people ages 12-18. Adults and younger children are encouraged to use other areas of the Library.
4. Children under the age of 12 who are left at the Library for 20 minutes past closing may be reported to the police.

Please practice respectful behavior when visiting the Library. Certain activities, whether intentional or inadvertent, are not acceptable at the Library. Engaging in these activities may result in a loss of library privileges, and those engaging in such activities may be asked to leave the Library. We ask that all visitors refrain from engaging in the following behaviors during their library visits:

1. Making unreasonable noise, including, but not limited to, loud talking, singing, other loud or disruptive noise, or noise from cell phone or audio/visual equipment usage
2. Using profane, obscene, or abusive language

3. Making racial, ethnic, religious, gender or sexual orientation epithets
4. Intentionally damaging, destroying, or stealing property belonging to The Brumback Library, another patron, or staff
5. Harassing patrons or staff, including without limitation, deliberate or repeated language or behavior that is intimidating, hostile, and/or offensive, or that adversely impacts staff work performance or patron use of The Brumback Library.
6. Running or engaging in horseplay
7. Lying down or sleeping, including giving the appearance of sleeping
8. Littering
9. Abusing or improperly using furniture, equipment, or materials
10. Gambling, panhandling and soliciting (including but not limited to money, donations, and coupons)
11. Posting or distributing literature without permission
12. Blocking entrance to and exit from any of The Brumback Library locations; monopolizing/obstructing space, seating tables, or equipment to the exclusion of others
13. Possessing weapons or other items deemed dangerous by library staff
14. Using, selling or being under the influence of drugs (including alcohol) while on library property
15. Smoking, vaping and use of tobacco products or substitutes
16. Failure to leave the library at the request of staff or after closing hours as set by the Board of Trustees

If you witness a breach of our Code of Conduct, please inform a staff member immediately and allow library staff to address these situations. We will do our best to come to a quick resolution.

Library staff are required to bring to an individual's attention any act or omission which is not in line with the Code of Conduct and related library policies. Library visitors will be asked to change their behavior to align with the rules. If such a change is not evident or forthcoming, visitors may be asked to leave the library building and library property. If a visitor is asked to leave and does not do so, police may be called in for assistance.

Depending on the nature of the infraction, visitors who have been asked to leave the building may be barred from returning to the Library for varying periods of time. Individuals who have been barred from returning may be required to discuss the violation with the Library Manager or Director before being welcomed back to the Library. A conversation with the parents or caregivers of children to discuss future conditions of library attendance may be required.