Library Behavior Banning Guidelines

First offense: Warning
Repeat offense: Rest of day
Repeat offense: 1 day

Basic Regulations	Not wearing shirts and shoes
	Not using cell phone in designated area
	Food other than peanut-free, dry snacks and covered drinks
	Using seating areas to eat meals
	Similar conduct not described above

First offense: Warning
Repeat offense: Rest of day
Repeat offense: 7 days

Harmful, Disruptive, or Destructive Behavior	Harassment – Disruptive or unsafe behavior
	Harassment – Committing acts that serve no legitimate purpose
	Misuse of library materials, equipment, furniture, fixtures, building
Other Inappropriate Behavior	Disregarding the reasonable direction of staff
	Rearranging furniture and seating areas in a way that it becomes a disruption or obstacle to other library use
	Noise from electronic devices with or without headphones
	Ringing cell phones
	Restrooms – shaving, bathing, laundering
	Sleeping
	Loitering
	Monopolizing staff time or resources
	Behavior disruptive/interfering with normal operations

First offense: Warning
Repeat offense: 7 days

Harmful, Disruptive, or Destructive Behavior	Computer use (sound/images) disturbing others (pornography addressed in other section)
	Use of parking lot/sidewalks/grounds for recreation playground or sports activities
	Use of skateboards, skates, or other sports equipment in the building
	Blocking/impeding access to walkways, common areas, and entrances physically or with large items
	Campaigning, petitioning, survey-taking, soliciting, sales, etc.
Other Inappropriate Behavior	Animals other than service animals inside/unattended animals outside
	Excessive displays of affection

First offense: 7 days
Repeat offense: 30 days

Harmful, Disruptive, or Destructive Behavior	Trespassing in restricted areas/no camping
	Harassment – Following another person around the building or grounds

First offense: 30 days
Repeat offense: 90 days

Harmful, Disruptive, or Destructive Behavior	Harassment – Loud, abusive, threatening, insulting language

First offense: 90 days
Repeat offense: 6 months
*File police report

Harmful, Disruptive, or Destructive Behavior	Harassment – Attempts or threats of physical contact*

First offense: 6 months
Repeat offense: 1 year

Harmful, Disruptive, or Destructive Behavior	Damage to library materials, computer, equipment, furniture, fixtures, building
	Harassment – Lewd, obscene words, language or pictures
Illegal Activities	Smoking or vaping in building and near entrances

First offense: 1 year
Repeat offense: 1 year
*File police report

Harmful, Disruptive, or Destructive Behavior	Harassment – Computer tampering, cyberbullying and cyberstalking*
	Harassment – Physical contact*
Illegal Activities	Visible impairment/possession and use of illegal substances*
	Visible intoxication/consumption of alcohol*
	Indecent exposure, sexual activity*
	Offensive weapons*
	Theft, vandalism of library, staff, and user property*
	Criminal trespass, including entry while banned*

Ban until issue dealt with

Other Inappropriate Behavior	Body odor/hygiene

Ban length to be determined by severity of incident

Harmful, Disruptive, or Destructive Behavior	Harassment - Similar conduct not described above

Patrons shall be engaged in normal activities associated with the use of a public library while in the building. Use of the library as an adult or child daycare center will not be tolerated. Patrons not engaged in active reading, studying, or use of library materials for an extended period of time will be asked to leave the building. An "extended period of time" shall be defined as 30 minutes. This definition will not be defeated by a person temporarily modifying his/her behavior thereby attempting to create another 30-minute period. Staff shall use the totality of the circumstances in deciding whether a library user is engaged in activities normally associated with the use of a public library.