

POLICY TITLE: CODE OF BEHAVIOR

ADOPTION/LAST REVISION: Approved 7/12/2005; Revised 2/16/21

Purpose

The Everett Roehl Marshfield Public Library's Behavior Policy is intended to ensure an environment that promotes the use and enjoyment of the library's resources while at the same time protecting the public, staff, and library property. As such, the Library Board of Trustees may impose reasonable restrictions on the time, place, or manner the library is accessed as outlined in Wisconsin Statute 43.53(2).

The library also recognizes that the users of the library are also the owners of the library. As users and owners, the public has certain expectations of the library. These include an outstanding collection of library materials; pleasant, attractive surroundings; and courteous, efficient and effective service.

Child Safety

- For your child's protection, children age 10 or under must be in the immediate presence of a parent, sibling, caregiver, or other responsible person age 16 or older at all times while on library property.
- If a child age 15 or younger is left unattended at closing time, library staff will attempt to locate or contact the child's parent or other responsible adult. If the adult cannot be located within 15 minutes of closing time, library staff will contact the police to assume responsibility of the child.

Behavior Guidelines & Violations

The rights of both the public and the staff are sometimes violated by the attitudes and behavior of a very small number of persons. Therefore, it shall be the library's policy to maintain a quiet, pleasant environment conducive to study as well as casual use. To assure the successful implementation of this policy, unacceptable behavior includes, but is not limited to:

Minor Violations

- Blocking or in any way interfering with the free movement of any person or persons
- Riding bicycles, scooters, or skates or bringing shopping carts into the library
- Bringing animals, other than service dogs, into the building except when approved for specific library programs
- Consuming food or beverages at computer workstations

- Campaigning, petitioning, interviewing, survey-taking, soliciting, or selling that is not part of approved library activities or programs
- Disobeying posted signs on library property, including those related to parking and health mandates
- Distributing or posting materials such as flyers, leaflets, or other literature without authorization
- Disturbing other users with loud conversations or offensive body odor, including excessive scent
- Failing to wear shoes, shirt, or clothing appropriate to a public venue
- Listening to music, movies, videogames, or other streaming services without headphones
- Loitering or sleeping on library property
- Rearranging library furniture or equipment from one location to another without staff authorization
- Using tobacco products or electronic vaping devices inside the building or on library grounds
- Viewing, in plain sight, materials which are inappropriate for the public surroundings
- Failing to comply with directions from library staff

Major Violations

- Being intoxicated
- Carrying unauthorized weapons of any sort
- Engaging in sexual activity
- Harassing, threatening, intimidating or using obscene language toward other users or staff
- Possessing or consuming alcoholic beverages or illegal drugs
- Removing library property from the building without authorization
- Using obscene or abusive language
- Willfully damaging library property

Policy Enforcement

In order to maintain a peaceful environment, visitors may be asked to leave for minor violations. One major violation will result in exclusion from the library for up to one year. Decisions to exclude persons from library property will be made by the Library Director or the Assistant Library Director and persons may be temporarily banned for up to three

days by a supervisor in charge. Appeals may be submitted in writing to the Library Board.

It is unlawful for any person to fail to leave library property after being asked to leave. Criminal behavior will be prosecuted under the law.