

## CONDUCT IN THE LIBRARY POLICY

It is the policy of the James Kennedy Public Library to provide a safe, comfortable environment conducive to the use of the library materials and facilities. The library is intended for the use of all members of the public. Patrons are expected to observe the rights of other patrons and staff members and use the library for its intended purposes.

Prohibited conduct is that which:

- Interferes with the rights of individuals to use library materials and services,
- Interferes with the ability of the library staff to conduct library business, or
- Threatens the secure and comfortable environment of the library or those using the library.

The purpose of this policy is to provide guidelines for the public and the staff in determining whether a patron's conduct is prohibited and how such behavior should be handled. The staff determines when conduct is prohibited.

Prohibited conduct may include, but is not limited to the following:

- Willfully annoying, harassing, or threatening another person
- Any behavior that endangers or could endanger the safety or health of others
- Behaving in a disorderly, loud, or boisterous manner
- Theft, vandalism, or the deliberate destruction of library materials, property, or the personal property of other customers or staff members
- Maliciously accessing, altering, deleting, damaging, or destroying any computers, peripherals, computer system, network, computer program or data
- Use of tobacco, e-cigarettes, vaping, or other similar products
- Use of any illegal drugs
- Eating or drinking near library computers, tablets, office equipment or on tables where items checked out from the Creation Station are in use
- Inappropriate dress; e.g. no shirt or shoes
- Leaving children who have not yet completed Kindergarten unattended in the library
- Use of skates, skateboards, inline skates, and similar products
- Violation of any municipal, state or federal law or code

Pursuant to Dyersville Resolution 04-11, firearms or dangerous weapons are prohibited on the grounds and in the building of the Library. All law enforcement officers will be exempt from this policy.

Anyone who feels they have been unjustly treated, either by being suspended from library use, or for any other reason, may file an appeal in writing to the Board of Trustees. Appeals will be considered at the next regular meeting of the Library Board of Trustees, provided they have been received seven days prior to the meeting.

Adopted 5/1991, revised 2/96; 7/98, 2/02, 5/02,  
Revised 10/04, 11/05, 4/11, 5/18, 12/13/2022