



New Lebanon Library Patron Code of Conduct

The Board of Trustees has established the following rules in order to maintain a constructive library environment in which patrons can be assured of a positive library experience:

1. Patrons shall conduct themselves in ways that are consistent with public library activities.
2. Patrons shall not disturb others using the Library.
3. Patrons shall conduct conversations in a manner that does not disturb other patrons or Library staff.
4. Patrons shall not use audio equipment that can be heard by others or cell phones in the Library; cell phones must be turned off or switched to a silent mode and all cell phone conversations must be conducted outside the Library building.
5. Patrons shall not use obscene or threatening language and gestures, be visibly inebriated, or engage in running, pushing, or fighting, lewd behavior, harassment, and behavior likely to cause damage to Library property or other disruptive conduct.
6. Patrons shall wear shoes and shirts (or their equivalent) and shall not have offensive body odors.
7. Patrons consuming food or beverages in the Library must be respectful of other patrons and staff and avoid creating a disturbance or untidiness; patrons shall not consume beverages and food while using or in proximity to the Library's computers and photocopier.
8. Patrons shall not bring pets into the Library except for animals assisting handicapped patrons.
9. Patrons shall not bring weapons of any kind into the Library.
10. Patrons shall not conduct business for monetary gain in the Library.
11. Patrons shall comply with all rules and regulations established by New York State, Columbia County, the City and/or Town of New Lebanon during periods of public health emergencies or a declared pandemic or epidemic. These rules will be prominently displayed at all library entrances.

Library staff or the on duty volunteer will inform patrons who violate one or more of these rules of the Patron Code of Conduct. If the violation is one that cannot be ended immediately or if the patron persists in the violation, Library staff or the on duty volunteer will ask the patron to leave. Continuing violations or refusals to cooperate with the staff or volunteer may result in a loss of Library privileges. A patron who believes he or she has been wrongfully treated by Library staff or on duty volunteer may ask for a review of the incident, initially by the Director and then by the Board of Trustees.

***11 added on 6/11/2020 with approval by Library Board.**