

NEWBURGH FREE LIBRARY PATRON CODE OF CONDUCT

The following behaviors are expected:

- Careful use of library material and property
- Adherence to the rules of circulating materials
- Quiet talk, including quiet use of cell phones
- Respect for the privacy of other patrons
- Respectful discourse with staff and other patrons

The following behaviors are prohibited:

- Leaving a vulnerable adult or child unattended
- Unreasonable noise, including but not limited to: loud talking, singing, and boisterous activity
- Take photographs, videos, or make recordings of Library patrons without permission
- Harassing patrons or staff. Deliberate repeated behavior that is hostile, intimidating, threatening, offensive or adversely impacts staff work performance
- Abusive or obscene language, racial or ethnic epithets, slurs against gender or gender preference
- Damaging, destroying, tampering with, or stealing any property belonging to the Library, another patron, or staff
- Monopolizing or obstructing space and seating
- Distributing or posting unauthorized materials
- Soliciting or otherwise disturbing other patrons
- Smoking anywhere on Library property, including vaping
- Eating or sleeping
- Bringing oversized bags, luggage, or bedding into the library
- Leaving belongings unattended in the library
- Gambling, panhandling, or soliciting money
- Bringing animals other than service animals into the library
- Having bodily hygiene offensive so as to constitute a nuisance to other persons. Such patron shall be required to leave the building.
- Entering the building without a shirt or shoes
- Entering staff areas
- Bathing in the public restrooms
- Patrons may not unplug library equipment, move furniture, or block exits or aisles

Under no circumstances may a patron or staff member commit any act that would violate any State, Federal or local law, ordinance or regulation, or the Newburgh Enlarged City School District policy "Public Conduct on School Property".

In order to enforce the rules staff will intervene when these rules are violated. Individuals will be asked to change behavior to conform to the rules. If change is not evident the individual will be told to leave the Library. If the individual refuses to leave, the police may be called. If misconduct reoccurs, Library administration will suspend the patron for a period of time. Upon reinstatement to the library the patron must first meet with Administration.

Ben Gocker, Library Director

The Board of Education's full policy regarding *Conduct of Patrons in the Library* is available upon request.

Revised: 11/20/2024