

Patron Conduct Policy

Approved: _____

The Ida Public Library is dedicated to providing access to knowledge and information through reading, writing, and quiet contemplation, providing patrons the right to use materials and services without being disturbed or impeded, and providing patrons and employees a secure and comfortable environment. The Public Library Act 75 ILCS 16/30-55, 55) provides the Board of Library Trustees with the general power to carry out the spirit and intent of the Act in establishing and maintaining the library and providing library services and the specific power to “exclude from the use of the library any person who willfully violates and ordinance or regulation prescribed.” The Board of Library Trustees of the Ida Public Library establishes its conduct policy as follows;

Section 1.

The following activities are prohibited in the library:

- A. Entering or being in the library barefoot, without a shirt, or being otherwise attired so as to be disruptive to the Library environment.
- B. Creating a nuisance to other patrons or staff with offensive bodily hygiene or use of scented products
- C. Using the library rest room facilities for inappropriate purposes i.e. loitering, sleeping, bathing, shaving, etc.
- D. Behaving in a disorderly, boisterous or loud manner, including but not limited to: playing audio listening devices at levels audible to others, banging on computer keyboards, running, pushing shoving, throwing things, loud talking, loud laughter, profanity, or excessive displays of public affection.
- E. Gambling, smoking, vaping, chewing, or being under the influence of drugs or alcohol.
- F. Beverages (except in a lidded container) or food (except with prior approval of the Library Director or Board of Library Trustees).
- G. Animals other than service animals.
- H. Trespassing on areas designated for staff only.
- I. Soliciting or conducting surveys not authorized by the Library.
- J. Wearing roller blades, roller skates, skate boarding on library property.
- K. Parking bicycles or other vehicles in a manner that blocks or hinders entry to the library.
- L. Neglecting to provide proper supervision of children.
- M. Littering.
- N. Conduct including sexual harassment that threatens or interferes with a staff members' performance of their duties.

Enforcement of these rules will be conducted in a fair and reasonable manner. Library staff and/or Belvidere Police Officers will intervene to stop prohibited activities and behaviors.

Section 2.

In such instances involving minors, (age 18 or younger) identification will be requested and the incident may be reported to the parent or guardian.

Section 3.

If, following a request, the patron fails or refuses to comply or responds to the request in an abusive fashion, he/she will be required to leave the library premises immediately for the balance of that calendar day. If he or she fails to leave, the police will be summoned.

Section 4.

Library personnel will record instances in which patrons are required to leave the library in a ledger maintained by the library for that purpose. A police report will also be filed with the Belvidere Police Department. Upon the second recorded instance in which a patron is required to leave the library premises within a thirty-day period, the Director shall bar the patron from use of the library premises for a period of thirty days. Parents or guardians of minors will be notified in writing after the first recorded instance in which a minor is required to leave the library and advised of the consequences of any further recorded instances.

Section 5.

Parents wishing to appeal such action may do so upon written request to the Board of Library Trustees.

Section 6.

In the event a patron barred from the use of the library attempts entry to the library during any such period of exclusion, the police will be summoned immediately and informed of the prior action.

Section 7.

In the event the patron persists in abusive conduct or disruptive behavior following such a period of exclusion, the Director shall report to the Board of Library Trustees such conduct following prior exclusion and the Board will consider a long-term exclusion of the patron. The patron will be advised in writing of the decision.

Section 8.

This policy shall take effect immediately upon enactment and approval according to law and be in full force and effect thereafter. A copy shall be posted within three days of enactment at the library and the secretary shall maintain a certified copy in the official records of the library available for public inspection.