

## JERVIS PUBLIC LIBRARY

### RULES OF BEHAVIOR

Patrons and staff of Jervis Public Library have the right to use library materials and services without being disturbed or impeded by others; they also have the right to a safe environment and to materials and facilities in good condition. All patrons and staff are expected to observe and respect the rights of others.

On the premises of Jervis Library, federal, state, and local laws and ordinances are applicable, including those related to "Public Order" and "Criminal Mischief" (NYS Penal Law, Arts. 145 & 240), "Obscenity & Public Sensibilities" (NYS Penal Law, Arts. 235 & 245), "Offenses Against the Welfare of Children" (NYS Penal Law, Arts. 260 & 263), "Sexual Harassment" (NYS Executive Law: Human Rights Law, Art. 15), and "Injuries to Property" (NYS Education Law, Art. 264).

Accordingly, no person shall engage in violent behavior; make unreasonable noise; use abusive or obscene language; intimidate; physically or sexually harass others; obstruct pedestrian traffic; loiter; steal or damage library property; gamble; litter; or create a hazardous or offensive condition.

Patrons and staff must maintain an environment conducive to study. All people on library premises must be engaged in suitable educational, informational, or cultural activity. Conversation should be conducted as quietly as possible and be generally limited to library-oriented activities. Such activities are further defined in the Public Policies Manual available at the Circulation Desk.

Parents and legal guardians are responsible for their children's behavior at the library and their children's use of all library resources including print, and audio-visual materials, and electronic resources such as software, computers, and the Internet. Parents and guardians must observe the library's Unattended Children policy.

Seating at library tables, carrels, and chairs is limited to the number of persons for whom the furniture was designed (e.g.: a maximum of four people may sit at a table at one time; a maximum of two people [except where posted otherwise] may use one computer and must follow time restrictions; one person may sit at a carrel or on a chair). No use of tobacco products, alcohol, or illegal drugs is allowed. Food and drink are welcome in the library's Dillon Room. With prior approval, light refreshments are permitted in the library's meeting rooms (see Meeting Rooms Policy) and at library sponsored events. Please mute ringers or alerts on any electronic devices while in the library. Cell phone use is welcome in the library's two entryways; use in other parts of the library is subject to the guidelines for quiet conversation outlined above.

No animals belonging to patrons are allowed in the library, except work animals assisting the disabled. All library users are required to include shoes and shirts in their attire.

Distribution of non-library sponsored surveys, petitions, leaflets, and similar materials is permitted only if authorized by the library. Non-library sponsored sale of products and/or services, and soliciting business or donations from patrons and staff is not permitted on library property.

Patrons not conforming to expected behavior as outlined above are subject to the library's Policy and Procedure for Responding to Unacceptable Patron Behavior. All library users must abide by additional policies contained in the library's Public Policies Manual, including, but not limited to, the Internet Access Policy.

- Adopted by Jervis Public Library Bd. of Trustees: 1992
- Updated: (2/12/98) (2004)
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