

PATRON BEHAVIOR

TFML Policy No. 7

Thomas Ford Memorial Library is dedicated to enriching people's lives by providing opportunities to access a vast array of ideas and information, and up-to-date technology, with welcoming, state-of-the-art service in a comfortable setting for work, study, meetings, events, and community activities for all ages. To achieve this mission, the library has created conduct guidelines to protect the ability of individuals to productively use the library as well as the rights of staff members to conduct library business without disruption. This policy describes guidelines for the behavior of patrons that will assure the creation of an appropriate atmosphere to achieve the library's goals.

7.1 Conduct

Non-disruptive behavior is expected from all library patrons. Behavior that staff has determined interferes with the peaceful and orderly management of the library may result in expulsion from the library. Conduct within the Library or on Library grounds that hinders patrons from using the Library or library materials is considered obstructive. Conduct that results or may result in harming people or property, or that interferes with staff providing service or performing their duties is considered disruptive.

Unacceptable behavior includes, but is not limited to the following.

- 7.1.0 Any conduct that violates , local, state, or federal law.
- 7.1.1 Any conduct that violates the Sexual Harassment Policy or Computer and Internet Policy.
- 7.1.2 Destruction, damage, or defacing of materials or property, including that which belongs to the Library, other patrons, or staff.
- 7.1.3 Speaking or using technology at a loud volume that disrupts the work of other patrons or staff.
- 7.1.4 Use of wheeled vehicles or wheeled footwear inside the library except where such use is to afford a disabled person access to the library.
- 7.1.5 Tobacco use, cannabis use, vaping, consumption of alcohol, use of illegal drugs, intoxication, or being under the influence of alcohol, illegal drugs, or controlled substances
- 7.1.6 Entering restricted or staff areas without permission.
- 7.1.7 Refusing to leave the building upon request at closing time or during an emergency.
- 7.1.8 Entering the library without a shirt or shoes or in attire intended to disrupt the activities taking place which are in keeping with the library's goals.

7.1.9 Offensive bodily hygiene that causes a nuisance to others. In these instances, patrons shall be required to leave the building and may return when the problem has been corrected.

7.1.10 Any behavior that the library staff deems inconsistent with the purpose of the library, which disrupts the orderly operation of the library, or which interferes with the use of the library by others.

7.1.11 Physical, sexual, or verbal abuse or intentionally annoying, harassing, threatening, another person.

7.1.12 Use of obscene or inappropriate language.

7.1.13 Threatening behavior that is “intense” or made with intent to imminently commit an assault, or using any threats that continue to be made after intervention by Library personnel, including disorderly behavior.

7.1.14 Interfering with the free access or passage of any person to or from or within the Library, including blocking the entrance or exit of the Library with their person, except for law enforcement, fire, or other authorized Library or government personnel to protect the health, safety, and welfare of the public or for a public purpose.

7.1.15 Possessing or displaying any weapon or firearm or any object that can be construed to be a weapon or firearm in the Library.

7.1.16 Committing indecent exposure as defined by 720 ILCS 5/11-30.

7.1.17 Fighting, including verbal altercations, on library property.

7.1.18 Using a bathroom in a non-hygienic or irresponsible manner that would have a negative effect or impact on subsequent users.

7.1.19 Bringing in garbage, items with a strong odor, or items which, alone or in their aggregate impede the use of the library by other patrons.

7.1.20 Gambling

7.2 Children in the Library

Refer to the Safe Child Policy for additional considerations for library use by young patrons and their caregivers.

7.3 Process

Patrons in violation of the Patron Behavior policy will be asked to correct their behavior. If they are unable to correct their behavior, staff will ask them to leave the library until their behavior can be corrected. If they refuse to leave, they will be considered to be trespassing and police will be called.

Violators may be denied use of the facilities for specified periods of time based on the severity of the violation as determined by the Library Director in consultation with the Library Board of Trustees. Any expulsion may be appealed to the Board of Library Trustees by submitting a written request. The Director is authorized to suspend service or ban a patron for up to one year. Restrictions for longer periods must be approved by the Board. Notices of suspension may be given verbally but will be accompanied by a written notice to the person, parent, or responsible adult that describes the offending behavior. The Director will meet with the patron to discuss the facts and circumstances before suspending Library privileges or will provide a written description and allow the patron to contact the Director before the suspension goes into effect.

Any patron banned from the premises may file a written request for reinstatement to the Library Board within one week of having been banned. The Board will review the request promptly and render a decision. The decision of the Board is final.

References:

Illinois Statutes: 75 ILCS 5/4-7

Kreimer v. Bureau of Police for the town of Morristown, 958 F.2d 1242 (3rd Cir. 1992)

Adopted: January 28, 1997
Reviewed: September 27, 1999
Reviewed: February 27, 2001
Reviewed: February 23, 2004
Revised: June 26, 2007
Revised: May 25, 2010
Revised: April 3, 2013
Revised: November 30, 2015
Revised: December 3, 2019
Revised: August 22, 2023