



# Williamsport-Washington Township Public Library Patron Code of Conduct

The Library is responsible for establishing rules of conduct to protect the rights and safety of Library patrons, volunteers, and staff, and for preserving and protecting the Library's materials, equipment, facilities, and grounds.

The following conduct is prohibited on Library property:

1. Committing or attempting to commit any activity that would constitute a violation of any federal, state, or local criminal statutes or ordinances.
2. Possessing a weapon, except as allowed by State law or Federal law.
3. Using Library materials, equipment, furniture, fixtures, or building in a manner inconsistent with customary use; or in a destructive, abusive, or potentially damaging manner.
4. Being under the influence of alcohol/illegal drugs, selling, using, distributing, or possessing alcohol/illegal drugs.
5. Committing offensive touching or engaging in sexual conduct, or obscene acts such as indecent exposure.
6. Engaging in conduct that disrupts or interferes with the normal operation of the Library, or disturbs library staff or patrons, including, but not limited to, conduct that involves the use of abusive or threatening language or gestures, conduct that creates unreasonable noise, or conduct that consists of loud or boisterous physical behavior.
7. Verbally or physically threatening or harassing other patrons, volunteers, or staff, including stalking, staring, or lurking.
8. Using cellular phones and other electronic devices in a manner that disturbs others.
9. Soliciting, petitioning, distributing written materials, conducting surveys, or canvassing inside the Library building, or in a manner that unreasonably interferes with or impedes access to the Library.
10. Operating bicycles, roller skates, skateboards, or other similar equipment in or on Library premises.
11. Parking vehicles on Library premises for purposes other than Library use. Vehicles parked in violation of this rule may be towed at the owner's expense.
12. Smoking, chewing, or other tobacco use on Library grounds.
13. Entering the Library barefooted, or without a shirt, or attired so as to be disruptive to the Library environment, or with offensive body odor or personal hygiene.
14. Using restrooms for bathing, shampooing, or doing laundry.
15. Bringing pets or animals, into the Library, except for assistance animals, as allowed in order to comply with the provisions of the Americans with Disabilities Act or as allowed at a Library approved event.
16. Tethering animals near the front entrance of the Library.
17. Neglecting to provide proper supervision of children. (See Williamsport-Wash. Twp Public Library Policy on Unattended Children Notice to Parents.)

# **Enforcement**

**The Library Director or the Director's designee will implement these rules. Unlawful activities will be reported to the police. When people violate rules 1-5, law enforcement will be contacted immediately. People who violate rules 6-17 will be asked to stop such actions. If the behavior continues, the person will be directed to leave the Library for the day. Refusal to leave when properly directed may result in arrest for trespassing. The Library may exclude from the Library a person who has violated rules 1-5, or who has repeatedly violated rules 6-17 for a specified period of time from one week to one year.**

The person shall be provided with a written notice of exclusion specifying the reason for, and duration of, the exclusion. The notice shall also describe the person's appeal rights pursuant to this policy. Any appeal of exclusion shall be made to the Library Director. The appeal must be filed, in writing, by 5:00 p.m. on the fifth business day following the date of the exclusion notice. An exclusion of 30 days or less shall be suspended during the time that an appeal of the exclusion is pending. At the hearing on an appeal, the Library shall have the burden to show by a preponderance of the evidence that the alleged violation of Library policy occurred and that the ordered duration of the exclusion is appropriate. The Library Director's decision on appeal is final.

Adopted by the Williamsport-Washington Township Public Library Board of Trustees  
September 29, 1997.