



Appropriate Library Use policy

Board approved: 7/14/2022

Policy Statement

The Board of Trustees of the Centralia Public Library (CPL), in alignment with our mission statement; *“to provide its patrons and the community with materials, programs and services to enhance their lives.”* have established the following rules of conduct in order to protect the rights and safety of library patrons, volunteers, staff, and for the protection of CPL property including: materials, equipment, and grounds.

Library users acknowledge by their presence a responsibility to maintain an atmosphere of civility in order to respect the rights of others in the use of the library and its services. Behavior that is disruptive, unreasonably disrespectful or disturbing to others will not be tolerated. Disruptive patrons may be asked to leave CPL grounds.

Enforcement of these rules will be conducted in a fair and reasonable manner. Library staff will intervene to stop prohibited activities and behaviors. Failure to comply with CPL’s established rules of conduct or policies may result in the following actions:

- Restriction or termination of CPL privileges, including the use of Library computers and other equipment.
- Eviction from CPL property for a period ranging from one (1) day to permanently. (See **Suspension of Patron Procedure**)

Please note: a violation of law may result in arrest and prosecution.

Conduct not permitted on CPL property

- Engaging in any activity in violation of Federal, State, local law, or CPL policies.
- Bringing weapons onto CPL grounds, with the exception of law enforcement. (See **Weapons policy**)
- Being under the influence of illegal drugs. This includes selling, using, or possession.
- Being under the influence of, or bringing alcohol onto CPL property.
- Trespassing in nonpublic areas, being in the Library without permission of a CPL staff member before or after CPL operating hours.
- Smoking or vaping (See **BOT policies, section XV, item 3**)

- Violations of CPL's **Internet Access and Safety Policy** - including, *but not limited to*, viewing obscene or pornographic images, invasion of privacy, and copyright infringement.
- Use of false identification to obtain a library card, or use of another patron's library card without their permission.
- Stealing or destruction of property belonging to other patrons, CPL staff or CPL.
- Violations of CPL's **Borrower's Rules and Policies** - including, *but not limited to*, cell phone use, food & drink restrictions and computer access time limits.
- Conduct that disrupts or interferes with the normal operation of CPL. Including, *but not limited to*; fighting, bullying, abusive language or gestures, excessive roughhousing, loud or aggressive behavior.
- Engage in any obscene conduct on CPL grounds including, *but not limited to*, indecent exposure, solicitation, prostitution, lewd or lascivious activity.
- Campaigning, petitioning, surveying, canvassing, distribution of materials, interviewing or photography without Library Director or Board of Trustee approval.
- Promotion of for-profit programs, services or goods (*retail sales*) is not allowed on CPL property. The only exceptions will be; book sales by an approved author or a flier on our community bulletin board.
- Interfering with free passage of patrons or staff on CPL property. Including, *but not limited to*, blocking exits/aisles/sidewalks and placing objects in a manner that interferes with free passage.
- Patrons whose bodily hygiene is offensive to the point of creating a nuisance to other patrons will be discreetly asked to leave CPL property.
- Bringing animals into CPL building other than guide, therapy or assistance animals, without prior CPL staff approval.
- Loitering - Patrons who are not engaged in activities associated with the use of a public library (reading, studying, attending a program, using library equipment, materials & resources, etc.) may be asked to leave CPL property.

In addition:

- Shoes and shirts/tops (*pants too!*) are to be worn at all times in the Library building.
- Patrons are responsible for their personal belongings. CPL will not be held responsible if unattended items are lost or stolen.