

**Ashland Public Library**  
**Public Service Policy**

Policy: Public Behavior on Library Property  
Effective Date: September 12, 2013  
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**Public Behavior on Library Property**

This policy was established for the benefit and security of library users, staff and library property. Inappropriate behavior will result in a verbal warning; if it continues, the offender must leave for the day. Repeat instances and inappropriate behavior will result in further loss of library privileges.

**Inappropriate Library Behavior**

Includes any misconduct that hinders use of the library or its resources or that places library members and users or staff at risk. Such misconduct might include, but is not limited to behaviors listed below.

The following behaviors are not permitted in the library, on the bookmobile or on library property:

1. Damaging or theft of library materials, equipment, or property. Also stealing the property of library visitors or staff.
2. Misusing library computer equipment, including reprogramming or altering settings or using the internet in a way that is in violation of the library's Internet Use and Safety Policy.
3. Eating or drinking, except in designated areas.
4. Speaking loudly enough to disturb others, including cell phone use.
5. Using profanity or other inappropriate or rude language toward other library visitors or staff.
6. Bringing firearms, knives, or other weapons into the library.
7. Fighting on library property; also behaving in a loud rowdy manner.
8. Harassing others, either verbally or through actions. Harassment may include initiating unwanted conversations or interfering with access to the building by congregating in or near entrances, exits, or stairwells.
9. Loitering, alone or in a group.
10. Using emergency exits for non-emergency departures.
11. Leaving children unattended inside or outside the library, especially at closing time.
12. Allowing children in one's care to behave disruptively or destructively.
13. Using radios, MP3 players, computers or other listening devices at a level audible to others.
14. Wearing inadequate or insufficient clothing (shirts and shoes required).
15. Exhibiting bodily hygiene so offensive as to constitute a nuisance to others.
16. Soliciting, selling or proselytizing whether for personal gain or charitable purposes.
17. The use of tobacco products or electronic substitutes is prohibited on library property.
18. Possessing, selling or using alcoholic beverages or illegal substances.
19. Behaving in a way suggestive of being under the influence of alcoholic, hallucinogenic or other controlled substances.
20. Bringing animals into the library, except for registered service animals for the disabled or animals featured in special library events.
21. Videotaping or photographing of any kind without prior authorization from the Director of the librarian/supervisor in charge.
22. Distributing literature, taking surveys or asking individuals or staff to sign petitions of similar activities except as part of special events sponsored by the library.
23. Running, skateboarding, rollerblading, or bicycling on library property. Carrying skateboards, basketballs or other athletic equipment in the building; such items may be left with staff near the entrance. Playing on outside ramps, walls and walkways.
24. Engaging in inappropriate displays of affection or sexual activity.
25. Misusing restroom facilities, such as bathing or using gender inappropriate restrooms.