

Unadilla Public Library

Code of Conduct

The Library is designed for the use of all members of the public. Recognizing the need to maintain an environment suitable for studying reading, browsing and the general use of library resources, the Library Board establishes Code and procedures to assure safety of library users, library personnel, library materials, equipment and furnishings; and to assure that the use of the library is not obstructed by inappropriate behaviors or actions.

Appropriate library activities include: browsing for materials, reading, thinking, quiet conversation, homework, writing reports and researching., checking out books & DVDs, and participating in programs. Any library activities need to be done quietly, so as not to disturb others. Cooperation in maintaining a pleasant atmosphere in the library is appreciated.

Inappropriate activities include: running, throwing, fighting, loud or abusive talking, moving furniture, putting feet on furniture, loitering, inappropriate public displays of affection, excessive socializing, soliciting, distributing leaflets, and any other activities which disrupt the library. Any illegal activities, including vandalism, will not be tolerated.

Library patrons are expected to follow all library Code and policies including this Code of Conduct. Entering the Library implies agreement to abide by this Code and policies while in the Library. Failure to do so may result in expulsion from the Library and/or loss of Library privileges. A person who defies an authorized library employee not to enter the Library or not to remain in the Library for failure to comply with the Library's Code and policies is subject to arrest for trespass (New York State Penal Law, Section 140.05)

The following Code is to be observed:

1. Eating and drinking is not allowed near the computers. Note: Patrons are required to clean up after themselves.
2. Use or exchange of tobacco, alcohol or illegal substances is prohibited. Pursuant to New York State Public Health Law Section 1399-0, smoking is prohibited in libraries (including the porch). The ban on smoking includes no smoking of substitutes such as e-cigarettes, vapor, or similar products.
3. Appropriate dress, including shoes and shirts, must be worn in the library.
4. Bicycles or scooters are not allowed in the library.
5. Selling, advertising, petitioning, or soliciting for contributions is prohibited, except as authorized.
6. Use of library computers which violates the library computer and Internet policies and procedures is prohibited.
7. Conduct which violates the criminal laws of the United States, the State of New York, and the County of Otsego, and/or the Town and Village of Unadilla may result in suspension or revocation of the violator's access to Library premises.
8. Disruptive behavior is prohibited. Disruptive behavior consists of actions which are illegal, or which infringe upon the rights of others using the Library and/or disturb the tranquility of the Library, or the proper activities of its staff and patrons. Disruptive behavior includes but is not limited to the following:

- a. Lewd behavior or sexual misconduct including exposure, offensive touching or sexual harassment of other patrons or staff.
 - b. Any behavior involving an unwilling person or inappropriate or indecent behavior with a child.
 - c. Behavior that makes it impossible for another patron to continue using the library.
 - d. Loud or boisterous behavior including loud talking, shouting, running or fighting.
 - e. Misuse of library property.
 - f. Profane, obscene or offensive language directed at another person.
 - g. Use of audio, etc. without earphones.
 - h. Use of cell phones outside the designated areas.
 - i. Verbal harassment of staff or patrons.
 - j. Interference with library operations or other patrons' use of the facilities through extremely poor personal hygiene.
 - k. Any action which willfully annoys another person.
9. Illegal activity will be reported to the proper authorities immediately. A person demonstrating disruptive behavior will be instructed by library staff to discontinue the behavior. If the behavior continues, the person will be instructed to leave the Library. If a person so instructed does not leave within a reasonable amount of time, the staff will contact the proper authorities. Any serious incident involving a child will be reported to the child's parent or legal guardian, who will also be informed of any action taken by the Library.
10. The Library is not responsible for the loss or theft of personal belongings of patrons.

A person not abiding by the Code of Conduct will receive one warning. Those continuing to disregard the Code of Conduct, after being warned, will be asked to immediately leave the building for the remainder of the day.

Anyone asked to leave is welcome to return the next day without consequence. However, a person who has been asked to leave, who returns and continues to violate the Code of Conduct, may be barred from future library use. The amount of time will be determined by the Library Director.

Adopted: January 20, 2020