**JONESVILLE DISTRICT LIBRARY**

**RULES OF CONDUCT POLICY**

(Modified: February 2020)

The Jonesville District Library, as a public facility, seeks to provide a safe, secure environment for all its patrons and staff. Behavior that is disruptive or potentially harmful is not allowed. Behavior that is prohibited by Jonesville City Charter and ordinances, as well as behavior that is prohibited by federal or state law, is likewise prohibited on the premises of the Jonesville District Library. Any violations of law are subject to police action.

In addition, the Jonesville District Library:

1. Prohibits any behavior that is disruptive to library use including;
   1. verbally or physically threatening or harassing other patrons or staff,
   2. sexual misconduct, including stalking, lurking, touching, obscene acts, and indecent exposure,
   3. fighting or challenging to fight, running, pushing, throwing objects,
   4. stealing, damaging or altering of Library property,
   5. or use of profanity
2. Prohibits the consumption, under the influence of, or possession of alcoholic beverages, Marijuana products or illegal drugs on library property;
3. Prohibits smoking, 3-cigarettes, or vaping in or on any library property that constitutes a “public place” pursuant to Michigan Clean Indoor Air Act, MCL 333.12601 et seq., or other library property (indoor or outdoor) that is posted with “No Smoking” signs or the international “No Smoking” symbol;
4. Bans illegal weapons from library premises, except for concealed weapons.
5. Requires all persons, including children of all ages, to be fully clothed to include wearing appropriate shirts and shoes or other footwear at all times in the library for safety and hygiene purposes;
6. Prohibits the disturbance of other library patrons or interference with other patrons’ use of the facilities through extremely poor personal hygiene including offensive body odor due to poor hygiene, overpowering perfume or cologne that causes a nuisance or interferes with other patron’s use or staff’s use of the Library.
7. Prohibits foods in the library, except in designated areas as may be determined by staff, or such foods as the library may provide with programs and activities. Beverages in securely covered containers are permissible;
8. Prohibits sleeping on library property;
9. Prohibits the use of roller skates, roller blades, skateboards or other similar devices on library property;
10. Prohibits patrons from bringing bicycles into the library buildings, securing bicycles to the handicapped ramp railing at any entrance or exit, or parking bicycles in such a manner that they obstruct patrons entering or exiting the library;
11. Prohibits gambling on library property;
12. Bans conversations, devices and other sounds in louder volume than the general noise level of the area;
13. Bans animals from the library and entrance/exit areas except service animals used to assist the handicapped and animals as determined by staff as part of specific programs or activities;
14. Prohibits all campaigning, petitioning, interviewing, survey-taking, soliciting, proselytizing, sales or other speech or conduct which results in the disruption of normal library usage and activities.
15. Prohibits misuse of public restrooms including bathing, shampooing, shaving, doing laundry, changing clothes or conducting any activity that is deemed illegal.
16. Prohibits trespassing in nonpublic areas, being in the Library without permission of an authorized Library employee before or after Library operating hours, or camping on Library grounds.
17. Prohibits neglecting to provide proper supervision of children including leaving a child under the age of 8 years old unattended in the Library without supervision (See Unattended Children Policy).
18. Prohibits misuse of Library property, including viewing inappropriate material or material deemed “harmful to minors” on public computers.

**Persons who violate the above rules of conduct art subject to the withholding of Library privileges as follows:**

**FIRST OFFENSE:** One (1) warning, then out for the day upon repeated instance.

**SECOND OFFENSE:** Library Privileges revoked for one (1) month.

**THIRD OFFENSE:** Library Privileges revoked for one (1) year.

On a case-by-case basis because of the serious or repeated nature of the offense, the Library Board may extend the loss of Library privileges indefinitely.

The police will be called in the case of illegal activity or when the safety of the staff or patron(s) is a concern.

Right to Appeal

Patrons may appeal any decision in writing to the Library Director within fourteen (14) calendar days of the date of the decision. The appeal shall state why library privileges should be restored. The Library Director will respond to the appeal in writing within seven (7) calendar days of the date the appeal was received.

Any person may appeal the Library Director’s decision by sending an appeal in writing to the President of the Library Board within fourteen (14) calendar days of the date of the Library Director’s decision.