

Richland Library Code of Conduct

By using library facilities, all persons have consented to be searched in the event that the theft detection alarm activates upon exit. Warnings are at the discretion of library staff. Ejections and loss of privileges are possible.

Respect Materials and Equipment

1. Damaging, destroying or stealing any property of the library, library staff or customers is prohibited.
2. Patrons may not take library property or materials outside buildings without following established loan procedures or other authorization.
3. Patrons may not violate library procedures or policies.

Respect Staff and Customers

1. Patrons may not leave personal possessions unattended on library property.
2. Patrons must wear shoes and shirts in the library at all times.
3. Patrons may not exhibit behavior that is disruptive, disturbing or potentially harmful to others, including but not limited to:
 - Fighting, challenging or provoking violence;
 - Loud talking and other noisy activities, including use of cell phones or other electronic devices;
 - Blocking or interfering with the free movement of individuals; or
 - Offensive personal hygiene.
4. Sleeping, loitering or remaining at the library for no obvious reason is prohibited. Users must be engaged in a library activity such as reading, studying, doing research or participating in a library program.
5. Patrons may not violate federal, state or local laws, ordinances or regulations, including but not limited to:
 - Disorderly conduct;
 - Sexual activity;
 - Possession of illegal weapons of any type;
 - Possession, consumption or being under the influence of alcohol or illegal drugs; or
 - Use of tobacco in library buildings.

6. Soliciting, surveying, political campaigning, selling of any kind, or distributing or posting materials not specifically authorized by the Library Director is prohibited.
7. Patrons may not use libraries as child-care services, including:
 - Leaving a child under 11 years of age for any amount of time (children 10 and under must be accompanied by someone 16 years of age or older);
 - Leaving a child under the age of 18 for an excessive period of time; or
 - Leaving a child after closing.

Respect Buildings and Property

1. Furniture, equipment and materials must be used properly for their intended purposes.
2. Patrons may not act in a manner that is potentially harmful to library buildings, property, users or staff, such as unauthorized use of another person's library card for any purpose.
3. Patrons may not bring in any items, backpacks or other personal baggage that:
 - Take up an excessive amount of space (limited to two pieces, each no larger than 20 inches in length, width or height);
 - Restrict the movement of individuals;
 - Present a potential harm, danger or distraction; or
 - Have no usefulness in the library.

Luggage, bedrolls, musical instruments, sports equipment, skateboards, skates (including heellies), scooters and bicycles are examples of items that are prohibited.

4. Patrons are not allowed to consume food outside designated areas or consume drinks around library computers or equipment.
5. Improperly using restrooms, including solicitation, meetings, bathing or shaving, is prohibited.
6. Patrons may not use or monopolize library equipment, materials or facilities in an unauthorized manner that prevents others from using them, including but not limited to:
 - Computers;
 - Telephones;
 - Printers;
 - Copiers; or
 - Fax machines.
7. Patrons may not use non-public doors or any other non-public areas in an unauthorized manner.

8. Patrons may not use parking areas or other property in an unauthorized, improper or unsafe manner, including but not limited to using skates, skateboards, bicycles and scooters. Vehicles parked improperly are subject to being towed at the owner's expense.
9. Animals, except service animals, are not allowed in library facilities.

Any of these actions may result in the customer being asked to leave the library. Those who persist and refuse to leave the buildings and grounds when requested will be subject to their behavior being reported to local police. Repeat violators are subject to loss of library privileges.