ROSEVILLE PUBLIC LIBRARY

PATRON BEHAVIOR POLICY

I. Introduction.

The Roseville Public Library (the "Library") is open for specific and designated civic, educational and cultural uses, including reading, studying, writing, participating in scheduled Library programs, and using Library materials. In order to provide resources and services to all people who visit the Library facilities in an atmosphere of courtesy, respect, and excellent service, the Library Board has adopted this Patron Behavior Policy. The purpose of the Patron Behavior Policy ("Policy") is to assist the Library in fulfilling its mission as a community resource enriching life, stimulating intellectual curiosity, fostering literacy, and encouraging an informed citizenry.

The following rules of conduct shall apply to all buildings– interior and exterior – and all grounds controlled and operated by the Library ("Library facilities") and to all persons entering in or on the premises, unless otherwise specified.

II. Rules for a Safe Environment.

A. Violations of Law. Committing or attempting to commit an activity in violation of federal, state, or local law, ordinance or regulation (including but not limited to assault, indecent exposure, larceny, removing Library material from the property without authorization through the approved lending procedures, vandalism, child pornography or copyright infringement) is prohibited.

B. Weapons. Carrying guns, pistols or other weapons, except as specifically permitted and exempt from local regulation by law, is prohibited. For the purpose of this policy, weapons include but are not limited to pocket knives, knives, Billy clubs, blackjacks, nun chucks, throwing stars, fireworks or other explosive devices. Pellet guns, paint ball guns and bb guns are also prohibited. Mace is also prohibited inside the Library building.

C. Alcohol; Drugs. Possessing, selling, distributing, or consuming any alcoholic or intoxicating beverage, marijuana, illegal drug, or drug paraphernalia is prohibited; provided that alcohol may be permitted at certain Library-sponsored events if specifically approved by the Library. Persons noticeably under the influence of any controlled substance, marijuana or alcoholic or intoxicating liquor are not allowed on Library property.

D. Recreational Equipment and Personal Transport Devices. See Americans with Disabilities ACT (ADA) Policy Access to Programs or Services and Application for Accommodation.

E. No Blocking of Doors, Aisles or Entrances. All doors, aisles and entrances must remain obstacle-free. This includes a prohibition of running power cords across aisles or other areas that are used for walking.

F. Animals. Animals are not permitted in the Library other than service animals (as defined by law) for those individuals with disabilities, those used in law enforcement or for Library programming. Animals not permitted on the premises include those for emotional support, comfort or therapy.

G. Incendiary devices. The use of incendiary devices, such as candles, matches, and lighters, is prohibited inside the Library.

H. Staff Only Areas. Patrons shall not be permitted in any areas designated as "staff only" unless otherwise permitted by the Library Director.

I. School Groups. School groups using the Library must have approval of the Library Director and must have a teacher and other appropriate staff present to ensure that the students use the Library in conformance with these rules.

III. Rules for Personal Behavior.

A. Personal Property. Personal property brought into the Library is subject to the following:

1. Size must be limited to no larger than a student's typical book bag, a backpack used as a book bag, or a diaper bag (approximately 10"X16"X24").

2. The Library may limit the number of parcels carried into the Library.

3. The Library is not responsible for personal belongings left unattended. Personal possessions must not take up seating or space needed by others.

4. Items not associated with the use of the Library while in the building, including but not limited to bicycles, motorized two-wheeled vehicles, and e-bikes may not be parked in the Library (including the lobby), under the entrance canopy or near the entrance. Bicycles must be parked at the bicycle racks and motorized two-wheeled vehicles and e-bikes must be parked in the parking lot.

5. The Library does not provide storage for personal property. Personal possessions such as wagons, shopping carts, luggage, grocery bags, trash bags, backpacks, bedrolls, shopping bags, and luggage left outside Library facilities are not permitted and are subject to disposal.

B. Food and Beverages. Covered beverages are permitted in the Library. Food is permitted only in designated areas.

C. Unauthorized Use. Patrons must leave the Library promptly at closing time and may not be in the Library when it is not open to the public. Further, any patron whose privileges to use the Library have been denied may not enter the Library. Any patron whose privileges have been limited may not use the Library in any manner that conflicts with those limits placed on the patron by the Library Director, his or her designee, or the Library Board.

D. Engaging in Proper Library Activities. Patrons shall be engaged in activities associated with the use of the Library while in the building or on Library property. Patrons not engaged in reading, studying, writing, participating in scheduled Library programs, participating in casual or passive programs such as board games or puzzles or using Library materials shall be required to leave the building and shall not remain on Library property. This includes sleeping on Library furniture or floor.

E. Considerate Use. The following behavior is prohibited in the Library or on Library property:

1. Spitting;

2. Running, pushing, shoving, fighting, throwing items, provoking a fight or other unsafe physical behavior;

3. Climbing on or putting feet on furniture;

4. Using obscene or threatening language or gestures;

5. Engaging in sexual behavior (1) that is a violation of the law; (2) which can reasonably be expected to disturb Library users or staff while such staff or patrons are in the Library or on Library property; or (3) that interferes with the Library patrons' use of the Library or the ability of the staff person to do his or her job.

F. Panhandling or Soliciting. Panhandling or soliciting Library staff or patrons for money, products, or services inside the Library or on Library property is prohibited. Sales of products or services that are incidental to Library programming may be permitted if approved in advance by the Library Director.

G. Interference with Staff. Patrons may not interfere with the staff's performance of duties in the Library or on Library property. This includes engaging in conversation or behavior that monopolizes or forces the attention of staff for an inappropriate period of time, inappropriate personal comments, sexual advances, or physical and/or verbal harassment.

H. Campaigning, Petitioning, Interviewing and Similar Activities. As a limited public forum, the Library reserves the right to regulate the time, place, and manner for campaigning, petitioning, interviewing, survey-taking, pamphleteering, canvassing and soliciting on Library grounds as follows:

1. Campaigning, petitioning, interviewing, survey-taking, pamphleteering, canvassing and soliciting are prohibited inside the Library building.

2. Campaigning, petitioning, interviewing, survey-taking, pamphleteering, canvassing and soliciting outside the Library building but on Library property are subject to the following requirements:

   a. Persons or groups are requested to sign in at the Circulation Desk in advance.

   b. Use of the Library property does not indicate the Library's opposition or endorsement of the candidate or issue that is the subject of the petition, interview, campaign or discussion.

   c. Permitted areas for campaigning, petitioning, interviewing, survey-taking, pamphleteering, canvassing and soliciting outside of the Library building shall be limited to the areas 20 feet from all entrances.

   d. No person shall block ingress or egress from the Library building.

   e. Permitted times will be limited to the operating hours of the Library.

   f. Campaign material, literature or petitions may not be brought into the Library, posted at the Library or left on Library property.

I. Sales. Selling merchandise on Library property without prior permission from the Library Director is prohibited.

J. Distributions; Postings. Distributing or posting printed materials/literature on Library property not in accordance with Library policy is prohibited.

K. Restrooms. Misuse of restrooms, including laundering, sleeping, shaving, hair cutting or trimming, bathing, and sexual activity is prohibited. Unless a parent or guardian is assisting a child or a patron is assisting a person with a disability, there shall only be one person to a stall. Library materials may not be taken into restrooms.

L. Harassment. Staring, photographing, video recording, audio recording, following, stalking, harassing, arguing with, threatening, talking or behaving in a manner (1) which can reasonably be expected to disturb Library patrons or staff while such

staff or patrons are in the Library or on Library property; (2) that interferes with the Library patrons' use of the Library or the ability of the staff person to do his or her job is prohibited; (3) that would create or may result in a hostile work environment for Library staff; and/or (4) that violates Michigan law or federal law is prohibited.

M. Loud Noise. Producing or allowing any loud, unreasonable, or disturbing noises that interfere with other patrons' use of the Library or which can be reasonably expected to disturb other persons or have the intent of annoying other persons, including yelling, cheering, talking (with others or in monologues) or noises from electronic, entertainment, and communication devices, such as cell phones, tablets, headphones, and radio, is prohibited. Patrons may use headphones or earbuds but at a volume that cannot be heard by other Library patrons or staff.

Adults may read aloud to children in the Youth Area, provided that they are reading in a voice that would not reasonably disturb others.

N. Odor. Offensive odor, including but not limited to body odor due to poor personal hygiene, overpowering perfume or cologne, or odors from items brought into the Library, that causes a nuisance (the legal meaning for "public nuisance" is an unreasonable interference); conduct that significantly interferes with the public's health, safety, peace, comfort, or convenience as proscribed by law, or is known or should have been known by the actor to be of a continuing nature that produces a permanent or long-lasting, significant effect on these rights with a common right enjoyed by the general public is prohibited. For example, if the patron's odor interferes with staff or other patrons' (using the plural supporting that it is not just one person's personal feelings about the issue.) use of the Library, the patron violates this Policy.

O. Phones. Phones shall be placed on silent or vibrate mode upon entering the Library. Patrons may have quiet phone conversations in some areas of the library, however library employees will direct phone users to the lobby if calls are disturbing other library patrons or staff are unable to assist other patrons due to the noise level. Phone calls may not be made or answered during programs. Phone calls may made in computer areas, quiet study or reading areas, or near the public service desks if made quietly and with only the library user's voice audible. Phones may not be placed on speaker.

P. Library Policies. Patrons must adhere to all Library Policies.

Q. Identification. Patrons must provide identification to Library staff when requested.

R. Tables or Structures on Library Property. No person may use or set up a table, chairs, cart, stand, sign or similar structure on Library property. This does not apply to Library-sponsored or co-sponsored events.

S. Smoking; Tobacco or Marijuana Use. Smoking, using e-cigarettes, vaping, electronic nicotine delivery systems or chewing tobacco is prohibited on Library property within 20 feet from the building (beyond the curb). Using, smoking or possessing marijuana on Library property is also prohibited.

T. Shirts, Shoes and Clothing. Not wearing a shirt, shoes and other appropriate clothing or wearing clothing with offensive images or obscene language that is visible to others is not permitted.

U. Photography and Filming. All patrons must seek permission from the Library Director or designee before taking photos or filming at the Library, unless attending a meeting that is open to the public under the Open Meetings Act. Official identification must be shown. Filming of the building or employees doing their jobs may be permitted however filming of the public, computer screens or materials that members of the public are reading or checking out is not permitted.

V. Interactions with Other Patrons. Patrons are expected to alert Library staff if they are concerned about the behavior of another patron. Patrons must not approach and confront other patrons regarding the enforcement of Library rules and policies. Further, patrons are not permitted to direct other individuals regarding use of the Library's public spaces. For example, a Library patron may not prevent others from sitting at a multiple seat table that is occupied by that patron.

IV. Rules for the Use and Preservation of Library Materials and Property.

A. Care of Library Property. The Library has an ~~property~~ interest in maintaining and preserving its property. As a result, patrons must not:

1. Deface, vandalize, damage or improperly use or improperly remove Library materials, equipment, furniture, or buildings;

2. Load or install any programs or software on Library computers;

3. Cause damage by returning books containing bedbugs or bringing bedbugs into the Library;

4. Be in the Library with bodily fluids and/or bodily waste on themselves, their clothes or their belongings. Patrons must also not allow bodily fluids or waste to spill or otherwise come in contact with furniture or other surfaces in the Library where patrons or staff could be exposed to contact with the bodily fluid or waste.

Patrons shall be responsible to reimburse the Library for costs incurred by the Library for violating this provision. This includes any costs the Library incurs for proper and safe clean-up of bodily fluids or bodily wastes.

B. Internet Use. Patrons must abide by established time limitations and all other provisions of the Library Internet Use Policy.

C. Equipment. Library staff computers are for staff use only.

D. Authorized Lending. Library materials may only be removed from the premises with authorization through established lending procedures.

E. Use of Tables and Computers. Only four (4) to six (6) people, depending on the size of the tables may be seated at a table and no additional people may stand around any one (1) table.

V. Disciplinary Process for Library Facilities.

Violations and appeals of this Policy shall be processed according to the Violations Policy.

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