

Hortonville Public Library

Patron Code of Conduct Policy

Purpose and scope: The Hortonville Public Library (herein referred to as “Library”) strives to provide an environment that encourages all patrons to use library resources and facilities. The library will follow the following policy regarding patron code of conduct. The purpose of this policy is to protect the rights of individuals using library services, assist staff members in conducting library business effectively, preserve library materials and facilities, and ensure the safety and well-being of all patrons using the library. Enforcement of this policy is the responsibility of all library staff.

1. Behavior that hinders library operations is prohibited. Persons engaging in prohibited behaviors will be given a warning by library staff, and if no steps are taken to correct the behavior, may be asked to leave the facilities.
 - a. The terms of this behavior may include, but is not limited to, the use of threatening or harassing language or excessive profanity, bullying, soliciting, running, panhandling, or any other behavior generally considered unacceptable in a public space.
2. Sleeping is not allowed in the Library.
3. Appropriate dress, including shirts and footwear, is required.
4. All doors, entryways, and aisles must remain unblocked for safety purposes.
5. Parents, caregivers, and/or legal guardians are responsible for the behavior of their minor children in the library. Refer to the Unattended Child Policy for more information regarding children in the library.
6. Patrons are not allowed within employee work areas, except by invitation of a staff member.

7. The use of tobacco, e-cigarettes, and nicotine products inside the library is prohibited.
8. Consumption of alcoholic beverages or possession of alcoholic beverages is not permitted on the library premises, except as part of a library-sponsored program authorized by the library administration.
9. Animals, except those used to aid persons with differing abilities, or as part of a library-sponsored program, are not permitted in the Library. Animals may not be left unattended on Library property.
10. The Library does not assume responsibility for unattended or abandoned personal property.
11. Cell phone usage within the library must be kept to a courteous level. The library staff members reserve the right to ask cell phone users to keep the conversation level down if the conversation is disruptive to other library users.
12. The violation of federal or state laws or local ordinances will not be permitted on library property. Theft, vandalism, and destruction of library property are criminal offenses and may be prosecuted. The Library reserves the right to inspect bags, briefcases, backpacks, and other such items when the staff has reason to believe this rule has been violated.

Failure to comply with these rules may result in the loss of library privileges. The amount of time loss of library privileges for failure to comply and any other restrictions will be at the discretion of the library administration unless a court order is placed.

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