



THAYER PUBLIC LIBRARY
TRUSTEE POLICY
APPROVED: 3/17/2014
Revised 1/8/2024

THAYER PUBLIC LIBRARY

Policies and Guidelines for User Conduct

As part of its mission, the library strives to offer all library users a welcoming, vibrant community common space where helpful, pleasant staff members make their experiences worthwhile. We encourage reading, civic, and cultural literacy and creative use of leisure time by providing programs and conveniently organized materials essential for learning, personal enrichment, and intellectual growth.

The Thayer Public Library is available to persons of all ages. While everyone has an equal right to access library services and facilities, no person has the right to interfere with the ability of others to use and enjoy library resources, services, facilities, and grounds.

The Library Board of Trustees is responsible for determining the rules of behavior necessary to protect the rights of the individual to use library materials and services, to protect the rights of library employees to conduct library business without interference, and preserve and protect library materials, equipment, facilities, and grounds.

Many patrons use the library as a place for quiet study. Patrons should respect the rights of others and not engage in loud conversations or noisy activities.

The library staff will apply all local ordinances and state laws which govern behavior in public places as well as those regarding defacement, damage or theft of library property, use of false identification to obtain a library card and will call the Braintree Police Department to enforce these laws and regulations as necessary.

Library Staff reserves the right to inspect any and all bag, purses, briefcases, packs, etc., for library material which may have been inadvertently packed with patron's other materials.

GUIDELINES OF LIBRARY BEHAVIOR

Patrons are asked to observe the following guidelines when in the library and **may be asked to leave the library** if exhibit behavior that is inconsistent with the following rules.

Patrons may not:

- Use cell phones and pagers in a manner that disturbs other visitors. Cell phones and pager audible ringers must be turned off. *Outgoing calls may be placed from one of our lobbies.*
- Exhibit disruptive behavior such as shouting, running, talking loudly and any behavior that is threatening, dangerous to self or others or interferes with the ability of other patrons to use the library.
 - Smoke, chew, spit, roll cigarettes, use of alcohol or controlled substances.
 - Bring pets or animals, other than service animals, into the library.
 - Use Bicycles, roller blades, skateboards, scooters and similar equipment in the building or parking lot. Bicycles should be left in the racks outside the building.
 - Consuming food in public areas of library except in designated areas.
 - Leaving packages, backpacks, luggage, or any other personal items unattended.
 - Sleep or lay on the floor or furniture.
 - Misuse of Library restrooms or water fountains (including bathing, shaving, shampooing, and changing or washing clothes).
 - Solicit money, donations or conduct sales.
 - Distributing literature, gathering signatures, soliciting contributions, or conducting surveys inside a Library facility or on Library grounds, without Library authorization.
 - Manipulate or bypassing computer systems or databases to override established limits.
 - Be in the Library without permission of an authorized Library employee before or after Library operating hours.
 - Monopolize library space, seating, table, stairways, or equipment to the exclusion of other patrons or staff or obstruct aisles or doorways with personal belongings.
 - Be shoeless or shirtless in the library.
 - Deface library materials. Filling in puzzles in newspapers/magazines is not allowed.

- Bring in garbage, articles with a foul odor, or articles which, alone or in their aggregate, impede the use of the library by other users.
- Using restrooms for bathing or shampooing or doing laundry
- Failing to comply with a reasonable staff request to cease behavior that interferes with the effective functioning of the library and the use of the library by others including being asked to leave the library.

Parents are responsible for the behavior and supervision of their children. Please read and follow the Unattended Children Policy posted in the Children's Department.

Please read and follow the rules for use of the library's computers posted in the Lower Level.

STAFF PROCEDURE IN WORKING WITH DISRUPTIVE PATRONS

- The staff will give warning of inappropriate behavior.
- The staff will explain rules to patrons and may offer alternatives.
- In case of a minor disruption, and after explanation and warning, the patron may be asked to leave the library for the rest of the day.
- If the offending patron refuses to follow the requests of the staff, or the staff feels there is potential danger to patrons or staff, the police may be called.
- If the patron repeatedly ignores the warning issued by the staff and/or the police, the staff has the right to remove the patron for specified periods of time. At times it may be necessary to acquire a **"NOTIFICATION OF TEMPORARY RESTRICTION FROM PROPERTY"**

Thayer Public Library reserves the right to amend procedures as necessary in regard to this policy without further approval from the Library Board of Trustees, so long as the intent of the policy remains in effect.