

PATRON BEHAVIOR POLICY

Purpose: The Worth Public Library District's Patron Behavior Policy is designed to

- Encourage the productive use and enjoyment of the Library and its resources by individuals and groups.
- Enable Library staff to do their jobs effectively and enjoy a safe and secure workplace.
- Protect Library property from damage or theft.

Policy:

Patrons shall:

1. Engage in activities associated with the use of a public library. Patrons not reading, studying, or using library materials may be required to leave the building.
2. Ensure that children under the age of 9 who visit the Worth Public Library are accompanied at all times by a parent or family member/guardian who is 14 years of age or older.
Any unattended children under the age of 9 shall be dealt with in accordance with the Worth Public Library District's "Unattended Child Policy."
3. Respect the rights of other patrons and staff members.
4. Park bicycles in the bicycle rack during their library visit.
5. Wear shoes or other footwear and clothing that provides appropriate body coverage at all times.
6. Report violations of these rules promptly to a staff member.
7. Comply promptly and courteously with all requests by any library staff member.
8. Be responsible for their own possessions brought into the library or on library property. Library staff are not permitted to watch or hold such items for any patron.
9. Be responsible for the actions of their children whether the parent or guardian is or is not present in the library.
10. Turn off the ringers on their cell phones while in the library and conduct their cell phone conversations outside the library building.
11. Leave the building promptly at closing time.

Patrons shall not

1. Engage in any activity that violates Federal, State, or local ordinances, statutes, laws, rules, or regulations.
2. Harass or annoy others through noisy or boisterous activities, by staring at another person, by following another person about the building, by playing audio equipment so that others can hear it, by singing or talking loudly to others or in monologues, or by behaving in a manner which can reasonably be expected to annoy others.
3. Interfere with the use of the library by other patrons nor interfere with library employees in the performance of their duties.
4. Consume food or beverages other than at library sponsored programs.
5. Sleep in the library.

6. Use skateboards, rollerblades, roller skates, wheeled footwear, cleats and other similar equipment on library property. Wheelchairs and other similar equipment used by disabled persons and strollers for children are permitted.
7. Smoke or otherwise use tobacco products (or electronic cigarettes) in the building or within 15 feet of the public entrance as required by Illinois State Law.
8. Loiter and/or impede access to the Library or any part of the Library property.
9. Bring pets or other animals into the Library, other than service animals needed by people with disabilities.
10. Be in the Library with bodily hygiene so inadequate as to create a nuisance as deemed by staff members. Such patrons will be required to leave the Library until the problem is resolved.
11. Use restrooms to shave, bathe, or launder clothes.
12. Leave personal belongings unattended.
13. Damage, deface, or steal Library property.
14. Bring bicycles, scooters, or skateboards in the library building and may not leave these outside in areas that obstruct convenient and safe passage by others.
15. Conduct raffles, solicit donations, circulate petitions, nor conduct interviews of any kind in the library or on library property. The only exceptions are activities undertaken by the library for library-related purposes.
16. Sell or distribute goods or services in the library or around its entryways. Authors and performers speaking or performing at a library-sponsored program are permitted to sell copies of their books, CD's or videos.
17. Use the library meeting room for paid tutoring sessions. In the interest of supporting literacy, one-on-one paid tutoring will be tolerated in open study and reading areas only if such activity does not disturb staff or library users and if those involved otherwise comply with all rules, guidelines and procedures governing behavior as set forth in this policy. Paid tutors may not publish or distribute advertisements or letters indicating the library as their place of doing business or otherwise imply library sponsorship of their activities. The library does not sponsor, recommend, or assume liability or responsibility for the work and/or activities of tutors who use library space.
18. Consume food or beverages in the library except in the case of a library-sponsored activity.
19. Possess or use alcohol or other controlled substances nor be impaired by the use of such substances on library property.
20. Bring any weapon, material, or device into the library that may cause bodily harm to others or damage to property or materials.

Enforcement of Behavior Policy

Illinois statutes (75 ILCS 16/30-55.55) authorize the Library Board “to exclude from the use of the library any person who willfully violates the regulations prescribed by the Board.” Individuals or groups who exhibit or participate in prohibited behavior or disregard library rules and policies after receiving one warning will be required to leave the library for the rest of the day.

“The library” includes the library building, entrance areas and walkways, and the property that surrounds the building.

The Administrative Librarian or the Department Head in charge of the building is authorized to limit or suspend, for up to thirty [30] days, the library privileges of anyone whose unacceptable behavior is dangerous or severely disruptive, or becomes chronic in nature. A person or group may be denied the privilege of access to the library for a period longer than thirty [30] days for severe and/or repeated violations. A person or group whose library privileges have been denied or limited may appeal the decision to the Board by requesting a hearing. Any such request must be submitted in writing to

Worth Public Library Board of Trustees
6917 W. 111th St.
Worth, IL 60482

The hearing will be held at the next regularly scheduled Board meeting.

Staff are authorized to use necessary and reasonable measures to enforce these policies.

Staff have the right to:

- Impose time limits on the continuous use of library resources, including newspapers, magazines, or computers when others are waiting to use these resources.
- Require patrons to furnish commonly accepted forms of identification, such as drivers' licenses and student ID cards.
- Limit the number of persons who may sit together at a single table or workstation, in an arrangement of lounge seating, or in a study room.
- Seek the help of the Worth Police Department when staff deems this necessary or prudent. Police may be called if anyone fails to leave the library promptly when asked to do so by staff.

Approved November 13, 2001

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Tom Miller President, Board of Trustees