

## **Lyons Regional Library District Behavior Policy**

### **Purpose**

The Lyons Community Library's Behavior Policy is designed to:

- Ensure Library patrons and visitors are provided a safe and pleasant environment consistent with the Library's goal of creating an inclusive and welcoming space that encourages the proper use of the Library.
- Enable Library staff to effectively perform their roles and responsibilities and enjoy a safe and secure workplace.
- Protect Library materials, facilities, and property from damage, theft, or improper care.

All patrons of the Library are expected to observe the laws of Colorado, including criminal statutes pertaining to Disorderly Conduct, Trespass and Interference at Public Buildings, Disrupting Lawful Assembly, and Harassment.

Prohibited behaviors are those which, as assessed by the Library staff:

- Infringe on the use and enjoyment of the Library by others; or
- Interfere with the ability of staff or volunteers to do their work; or
- Endanger Library materials, facilities, or property; or
- Present a safety risk to staff, volunteers, or other users of the Library.

### **Policy**

Behavior prohibited by the Library includes, but is not limited to:

1. Engaging in disruptive behavior, including the use of phones or electronic devices at a volume that disturbs others.
2. Eating or drinking outside of designated areas or in a way that risks damage to Library property.
3. The use of tobacco products, including e-cigarettes.
4. Possessing or using alcohol or controlled substances on Library premises or appearing visibly impaired due to their use. Responsible consumption of alcohol may be permitted at Library-sponsored events in designated areas.
5. Only service animals as defined by the Americans with Disabilities Act (ADA), or animals part of approved Library programming, are permitted in the Library. Animals may not block Library entrances or exits.
6. Sleeping in a manner that disturbs others or interferes with the use of the Library by others.
7. Damaging, defacing, or stealing Library property.
8. Using furniture in an inappropriate or unsafe manner.
9. Harassing or intimidating others through verbal, physical, or visual conduct, including unwanted attention such as prolonged staring, following, or mocking behavior.
10. Soliciting, selling, campaigning, canvassing, petitioning, or distributing materials or goods in the Library or near entryways except as specifically approved by the Director.
11. Being present in Library offices, lounges, storage areas, or other non-public areas while unaccompanied by a Library staff member or without prior approval by Library staff.
12. Failing to leave the premises at closing time.
13. Failing to leave the premises when so directed by Library staff.
14. Engaging in any illegal act or conduct in violation of Federal, State, or local law, ordinance, or regulation.
15. Other kinds of behavior deemed disruptive or a nuisance by the Library Director or designated staff members.

### **Quiet Reading Room**

To maintain a peaceful environment, the Quiet Reading Room is reserved for silent reading, study, and reflection. Please take phone calls or conversations to other areas of the Library or outdoors.

### **Supervision, Safety, and Behavior of Children in the Library**

Children under 8 years of age must be accompanied by a responsible caregiver who remains within sight and reach at all times and who assumes full responsibility for the child's safety and behavior in the Library and associated spaces.

When a child younger than 8 years of age attends a Library program, the caregiver may not be required to be in attendance at the program; however, the caregiver must be readily available in case they are needed to provide supervision. The caregiver is responsible for knowing when the Library program ends and shall be present to assume care of the child. If the caregiver is not present, the Library will proceed with the steps set forth in the Safe Child Policy, which includes contacting the proper authorities. *Please refer to the Safe Child Policy for further details.*

### **Photography in the Library**

To promote patron privacy, photography and videography in the Library is discouraged and subject to regulation at appropriate times or events.

The use of photography equipment—such as tripods or lighting—is not permitted for safety and liability reasons unless previously authorized by the Director. Staff may stop any photography or video recording that appears to interfere with the Library's ability to conduct business or that compromises public safety or security, including but not limited to blocking entrances or exits or impeding traffic flow.

Photographers/videographers are asked to be respectful of other library users and to observe the following:

- Refrain from disturbing other library users (examples: using tripods or flash photography or blocking or impeding traffic flow anywhere in the Library).
- Taking photos/video of specific, copyrighted (or otherwise protected) materials for the purpose of redistribution is not permitted.
- Taking photos/video, or audio of any person in staff-only areas is not permitted.

Attendance at library programs and events constitutes consent to be photographed by authorized Library personnel for Library publicity purposes. If any patron or visitor wishes not to be photographed, they must inform the Library staff, recognizing that staff may be unable to restrict photographers from the public from taking photographs or video.

### **Enforcement**

Library staff recognize that not all disruptive behaviors are intentional. When possible, staff will work with patrons to identify reasonable accommodations and support respectful access for all. However, Library staff are authorized to request that patrons and visitors who do not behave in accordance with these standards or reasonable accommodations leave the Library. Violations of this policy may result in suspension from the facility depending on the severity and/or frequency of the violation.

Serious or repeated violations may result in temporary or permanent suspension of Library privileges, and in some cases, may be referred to local law enforcement.