

ATTACHMENT 2: LEON VALLEY PUBLIC LIBRARY RULES & REGULATIONS

The Leon Valley Public Library is available to people 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, and facilities.

The Leon Valley Public Library maintains the right to expel from the Library facility any individual who violates any part of the Leon Valley Public Library Rules and Regulations or who contributes to a disruptive, unsafe, or unwelcoming environment.

Expected Behavior

To create a welcoming environment, patrons are expected to:

- Follow the policies of the library which are posted on the website and available in the library.
- Attend to their personal belongings. The Leon Valley Public Library is not responsible for lost, stolen, or misplaced personal items. By leaving items unattended, you run the risk of theft.
- Wear shoes and appropriate clothing for public health reasons.
- Use public restrooms for intended purpose only.
- Maintain acceptable bodily hygiene. If body odor or perfume is strong enough to constitute a nuisance to others, the customer may be asked to leave the building.
- Stay out of non-public areas, such as offices, workrooms, and storage areas, unless authorized by staff to enter.

Inappropriate Behavior

The following actions and behaviors are considered inappropriate on library property and thus prohibited:

- Disruptive, uncontrolled, or unsafe behavior.

- Possession of alcohol or any illegal substance.
- Receiving or making cell phone calls inside the Library.
- Intentional physical damage to library property or to the personal property of any other patron.
- Consuming food inside the Library unless authorized by staff. Drinks in covered containers are permitted, except at computers.
- Sleeping in the library.
- Smoking or vaping in the library.
- Solicitation of business.
- Bringing animals other than service animals into the library.
- Harassment of Library staff or customers.
- Violation of any federal, state, or local laws.

Any person violating the Leon Valley Public Library Rules & Regulations will be:

1. Be presented with a copy of the Policy and be asked to stop.
2. If the violation continues, the individual will be asked to leave the Library for the rest of the day.
3. Failure to comply may result in the arrest or prosecution of a criminal offense.
4. The Leon Valley Public Library maintains the right to permanently expel from the Library facility, any individual who contributes to a disruptive, unsafe, or unwelcoming environment as defined by the Library Director. The City Manager shall provide written notice to the person who is being expelled and City Council will be notified.
5. The City Manager has the authority to temporarily suspend or permanently expel a patron from the Library relevant to the offense based on the Library Director's recommendation and at the sole discretion of the City Manager. The City Manager shall provide written notice to the person who is being expelled and City Council will be notified.

6. If a person who has been suspended returns to the Library before the defined time-period has expired, the Police will be summoned to have the patron removed and prosecuted for the offense, including but not limited to criminal trespass or disorderly conduct.
7. Failure to follow these steps by the Library Director or City Manager does not waive the right of the City to temporarily suspend or permanently expel a patron from the Library, at the sole discretion of the City Manager.

Violations meriting immediate expulsion by Library Director, no written notice required:

1. Committing or attempting to commit any activity that would constitute a crime or any violation of federal, state or local law.
2. Possessing, selling, distributing, displaying or using any illegal weapon upon the Library Premises or using or threatening the use of any other object in such a manner that it may be considered a weapon.
3. Engaging in any physically intimidating or assaultive behavior; making any threats of violence or unlawful activities toward library staff or other library patrons; using threatening, abusive or obscene language.
4. Possessing, selling, distributing, consuming or being under the influence of any intoxicating beverage or illicit controlled substance.
5. Trespassing by entering or remaining on the Library Premises after having been notified by an authorized individual not to do so, and entering or remaining on the Library Premises during the time in which an individual's library privileges have been suspended.