

BAYPORT PUBLIC LIBRARY **POLICY ON RESPECTFUL CONDUCT**

The Bayport Public Library/Washington County Library and its staff value and promote libraries that exemplify respectful treatment of everyone. Library customers have the right to expect friendly and competent library service provided in a safe and inviting atmosphere. Library staff members have the right to provide library services without fear of abuse or threatening behavior from people using the library or on the library grounds. To achieve that end, everyone is expected to act in a manner that will not disturb others, interrupt library service, or interfere with the use of the library by others.

Bayport Public Library/Washington County Library abides by state and local laws defining and restricting disorderly conduct and nuisance behavior. Causing a nuisance as defined in Minnesota Statute § 561.01 is prohibited. A nuisance is anything that is 1) harmful to the health of a person; 2) offensive to the senses of a person; or, 3) an obstruction to the free and unrestricted use and enjoyment of the library property by other persons. Disorderly conduct as defined in Minnesota Statute § 609.72 or local ordinance is also prohibited. A person is engaged in disorderly conduct as defined in Minnesota Statutes who “1) Engages in brawling or fighting; or 2) Disturbs an assembly or meeting, not unlawful in its character; or 3) Engages in offensive, obscene, abusive, boisterous, or noisy conduct or in offensive, obscene, or abusive language tending reasonably to arouse alarm, anger or resentment in others.”

Library customers have the right to use library materials and facilities that are readily available and that are in good condition.

The following rules are intended to exemplify the principles of respectful behavior and to ensure that the library is a welcome place for everyone:

- Everyone is invited to use the books, magazines, PCs, and other library materials in the library. Most library materials may be checked out with a valid library card registered in the city.
- Return library materials on time and in good condition so that others can use them too. (MN Statute 609.541)
- Relinquish books, other library materials, or PCs when you are asked to do so by library staff.
- Respect the rights of other people in the library.
- Cell phone and pager ringers should be silenced when in the library. Hold conversations outside the library or in areas where you will not disturb others and you can expect privacy.
- Be quiet in designated study areas.
- Do not harass others, either by words or by actions.
- Do not view computer screens or observe people who are using the computers.
- Do not bring animals, other than service animals, into the library,
- Do not use any form of tobacco in the library.
- Users may eat, or drink non-alcoholic covered beverages in the library, except in areas near computers and other equipment.
- Alcohol may be consumed in meeting room areas if a proper city permit is acquired by the server.
- A patron can not bring alcohol or illegal substances into the library or on library property. Persons under the influence of illegal substances will be asked to leave the premises.

These rules and guidelines are intended to facilitate the comfort and the protection of everyone who uses the library. The library staff may require the user to leave the premises, call the police, or ultimately bar the user from the library for non-compliance.

The Library may ban users from some or all library services and privileges based on violations of library policies. This loss of library use may be applied for a set or indefinite period of time. When loss of privileges is recommended by staff for 6 months or more and that recommendation is accepted by the Library Director, the Library Director will notify the user in writing of the reasons for termination of library privileges including the time period for which these restrictions apply. The individual will be informed that he/she may appeal the Library Director's determination to the Library Board. All such appeals must be made in writing and in a timely fashion. The Library Board will consider the written request and may take action to review or reconsider the action, including using mediation to resolve the issues involved.

Especially for Children

Children are an important part of the Bayport Public Library/Washington County Library community. The Library encourages children of all ages to visit the library, enjoy our storytimes and other programs, learn from the information available, ask questions, borrow books and other materials, use the computers, enjoy their time in the library, and become lifelong library users. Children (and parents) must respect the rights of the other customers. Library staff members are not babysitters, and, despite their best efforts, public places may not always be safe places for unsupervised children.

To ensure a positive library experience, everyone is expected to act in a manner that will not disturb others, interrupt library service, or interfere with the use of the library by others. The following rules are intended to facilitate respectful use of the Library:

- For their safety, parents or guardians are expected to make arrangements to pick children up before the library closes.
- Children who are being disruptive will be asked by staff to follow the rules. If the disruptive behavior continues staff will inform the parent/guardian that his/her child is disturbing others. If the parent/guardian refuses to cooperate or is unable to control the child, he/she and the child will be asked to leave.
- If the child is unsupervised, staff will obtain the child's name and will either contact the parent or guardian to pick up the child, or allow the child to call the parent or guardian to pick them up.
- A letter will be sent to the parent/guardian of all disruptive or unsupervised children explaining the rules.

The library staff may require the user to leave the premises, call the police, or ultimately bar the user from the library for non-compliance with these rules, which may include issuance of a writ of trespass by local law enforcement.

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