

## **Public Behavior Policy**

In order to maintain a safe and welcoming environment for reading, learning, and other Library activities, The Patchogue-Medford Library requires all visitors, including children and teens, to comply with our General Policies and Rules. The Library Board of Trustees has established procedures and rules, in accordance with Section 262 of the Education Law of the State of New York, by which patrons and visitors may enjoy the Library's facilities and services. Copies of the Rules of Conduct are posted in the building and are available on the Library's website at [pmlib.org](http://pmlib.org) or by request.

Please note, Library staff and security may ask patrons to show their library card or other ID.

### **Rules of Conduct**

Patrons not engaged in activities associated with the use of a public library such as reading, studying, using library materials or equipment or attending programs may be asked to leave the premises. Engaging in conduct that disrupts or interferes with the normal operation of the Library, or that disturbs Library visitors or staff, is not permitted. Patrons are expected to observe rules of common courtesy. Patrons who are not courteous to others will be asked to stop the discourteous behavior or to leave the Library premises.

The following non-exhaustive list of disruptive conduct is prohibited at the Library:

1. Smoking, vaping or other use of tobacco or marijuana.
2. Engaging in loud, abusive, or threatening language or gestures.
3. Fighting, including pretend fighting, on Library premises.
4. Engaging in sexual conduct or indecent behavior.
5. Using, possessing, selling or appearing under the influence of alcohol or illegal drugs.
6. Creating unreasonable noise such as loud, boisterous talking or using personal electronic equipment with or without headphones at a volume that is audible to others.
7. Loitering, congregating, and hanging around.
8. Rearranging furniture or sitting more than one person per chair.
9. Defacing or destroying library material or property.
10. Consuming food or drink outside of designated areas.
11. Arguing, propagandizing, proselytizing or preaching.
12. Soliciting, petitioning, canvassing, distributing materials, selling merchandise, or using the library for business purposes.
13. Carrying weapons or weapon-like items.
14. Using cell phones in other than designated areas.
15. Odor that interferes with others use of the Library.

16. Bringing animals, other than service animals, inside the Library.
17. Lying down or sleeping in the Library or at Library entrances.
18. Using Library restrooms for bathing, shaving, washing hair, or other matters of personal hygiene.
19. Using another person's library card for any reason is expressly forbidden, unless formally authorized by the Library.
20. Being on Library premises without footwear or clothing.
21. Photographing, filming or recording other customers or staff without their consent.
22. Committing or attempting to commit any activity that constitutes a violation of any federal, state, or local statute or ordinance.

The disruptive conduct listed above does not address all specific prohibited behaviors and the list is non-exhaustive. Prohibited behaviors are those that, in the assessment of the Library staff, impair the safe, welcoming and effective use of the Library and its shared resources. The Library reserves the right to determine when behavior is considered prohibited and amend this policy at any time.

The Library Director or the Director's designee shall be responsible for the enforcement of these Rules of Conduct. Unacceptable behavior on the part of the Library user can result in loss of Library privileges. Depending on the severity of the violation, the Library will institute discipline ranging from a verbal warning, through requiring the Library user to leave the Library premises to denial of specific privileges, such as use of Library computers and/or denial of the right to use the Library for a specified time period.

Each person shall have the right to submit a written notice of appeal to the Board of Trustees within thirty (30) days of any action taken by the Library Director which suspends borrowing privileges or revokes the right to enter the Library premises.

Adopted by the Board of Trustees February 19, 2013; revised October 19, 2022.