

## **LOCKPORT PUBLIC LIBRARY**

### **PATRON CODE OF CONDUCT**

The Board of Trustees of the Lockport Public Library, in support of the American Library Association's Library Bill of Rights, and under Section 262 of the New York State Education Law, establishes the following rules in order to facilitate the broadest and most equitable use of this facility:

1. **Respect for the rights and needs of all library users shall be maintained at all times.**
2. **All patrons shall comply with the reasonable requests of the library staff.**
3. **Conduct considered improper in the library includes but is not limited to:**
  - a. **Public disturbance (*including excessive odor and lewd behavior*)**
  - b. **Use of audible devices**
  - c. **Offensive or abusive language**
  - d. **Smoking or Vaping**
  - e. **Drinks without lids or alcoholic beverages**
  - f. **Eating**
  - g. **Sleeping or loitering**
  - h. **Gambling**
  - i. **Improper use of restrooms, including loitering and bathing**
  - j. **Using, possessing, or being under the influence of alcohol, narcotics, or hallucinogenic drugs**
  - k. **Possession of a firearm or other weapon**
  - l. **Photographs or video recordings of individuals in any portion of the building may be taken only with their expressed consent. If the patron is under 18 years of age, consent of the parent or guardian is required.**
4. **Cell phone use is permitted. Phones are to be set to vibrate. Calls are allowed as long as they are not distracting to other patrons and to library business. Library staff will help the next patron needing assistance if a patron is actively using a cell phone. Cell phone use may be prohibited in certain areas of the library or at the discretion of library personnel.**
5. **In order to maintain a safe and pleasant environment for children and parents in the Children's and Youth Department, adult patrons who are not engaged in library activities that require materials from the department will be asked to relocate to other areas of the library. The bathroom in this area is for children and the adults that accompany them.**

6. **No animals, except those specifically required for guidance purposes, are permitted within the library building.**
7. **For reasons of safety and hygiene, no one may use the building unless wearing shirts and shoes or equivalent foot covering.**
8. **Library furnishings and materials are not to be rearranged or disarranged by patrons.**
9. **The elevator is to be used only for necessary transportation to obtain library materials and services.**
10. **Solicitation of funds, distribution of literature, or promotional material, or sale of goods is forbidden by any person or agency other than the library.**
11. **Computers and other library equipment shall be used in accordance with their intended purposes as defined by the library.**
12. **All library materials must be properly charged before they are removed from the building. All patrons shall obey reasonable requests to determine what materials have activated the alarm when passing through the security system.**
13. **Any requirements for health and safety of patrons and staff shall be implemented consistent with state or federal laws or mandates and/or at the discretion of the Board of Trustees.**

*At the discretion of library personnel, any person who violates the above rules or fails to use the library's materials or equipment according to regulations established by the Board of Trustees and the Director may be required to leave the library and be denied the privilege of access to the library and its resources. Any individual receiving a suspension or revocation lasting 60 days or longer may request a review by the library's Board of Trustees. Please note, that the suspension or revocation shall remain in effect pending said review.*

**Lockport Public Library  
23 East Avenue  
Lockport, New York 14094**

**Adopted by the Lockport Public Library Board of Trustees April, 1997  
Revised March 23, 2000, September 28, 2000, January 25, 2001, January 26, 2007,  
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