

CODE OF CONDUCT POLICY

To ensure that patrons of all ages find using the Library a positive experience, it is necessary for basic rules of courtesy and responsibility to be followed. The Library staff is obligated to enforce these rules so that the facility can be used to the fullest by all patrons. Patron identification, that is, name, address and phone number may be requested, if necessary.

The Auburn Hills Public Library expects that patrons will maintain necessary and proper behavior standards. If a patron creates a public nuisance, in violation of city ordinances, and other applicable laws, that patron may be restricted from the Library and from the use of Library facilities.

Rules for Personal Behavior

- Patrons shall be engaged in activities associated with the use of the Library while in the building. Patrons not engaged in reading, studying, using Library materials or facilities or participating in Library sanctioned events shall be required to leave the building.
- Producing or allowing any loud, unreasonable or disturbing noises (including conversation) which can be reasonably expected to disturb other patrons, including those from electronic, entertainment, and communication devices is prohibited.
- Personal property brought into the Library is subject to the following:
 - The Library does not guarantee storage of or responsibility for personal belongings left unattended
 - Personal possessions must not take up seating or space if needed by others
 - Library patrons must park bicycles or other vehicles only in authorized areas
- Solicitation of funds for individuals, groups or organizations, or sale of candies, cookies, or items for any causes, or panhandling, is not permitted in the Library or on Library property. The only exception being those activities that are authorized by the Library.
- Cellular phones or other electronic devices must be set to vibrate upon entering the Library. Brief cellular phone calls are allowed in the Library as long as they:
 1. Are not held in designated quiet areas and
 2. Meet the expected reasonable level of conversation.Patrons not complying with this policy may be required by Library staff to leave the building to complete their cell phone conversations.

Rules for a Safe Environment

- Committing or attempting to commit an activity in violation of federal, state, or local law, ordinance or regulation is prohibited.

- Library staff may restrict adult use of youth areas, including the youth restroom
- Leaving children under the age of ten unattended in the Library is prohibited.
- Patrons may not interfere with the staff's performance of duties in the Library or on Library property. This includes engaging in conversation or behavior that monopolizes or forces the attention of staff for any inappropriate period of time, inappropriate personal comments, sexual advances, or physical and/or verbal harassment.
- Staring, photographing, following, stalking, harassing, or threatening Library patrons or staff while in the Library or on Library property so that it interferes with Library patrons' use of the Library or the ability of the staff person to do his/her job is prohibited.
- Pets, except Service Animals trained to perform tasks for people with disabilities, may not be brought into the building.

Rules for the Use and preservation of Library Materials and Property

- Patrons must not deface or vandalize the building, or improperly remove Library materials, equipment or furniture from the building.
- Patrons must abide by established time limitations and all other provisions of the Auburn Hills Public Library Internet Use Policy.
- Library phones and staff computers are for staff use only.
- Library materials may only be removed from premises with authorization through established lending procedures.
- Library materials may not be taken into restrooms.

No person shall:

- Loiter in the Library or on Library grounds.
- Obstruct any doors or entrances to the Library.
- Bring food into the building, except in connection with events catered or sponsored through the Library in approved locations. Covered beverages are allowed except in posted areas. The library is a designated smoke-free environment and the use of tobacco products is prohibited.
- Verbally or physically abuse another patron or staff member including the use of profane, obscene or injurious language.

- Be intoxicated or under the influence of controlled substances. Possessing, selling, distributing, or consuming any alcoholic beverage, illegal drug or drug paraphernalia is prohibited.
- Remain in the building after its regular closing hours.
- Bring in skateboards, bicycles, or rollerblades.
- Enter or remain in the Library without wearing a shirt or shoes.
- Interfere with other patron's use of the facility due to extremely poor personal hygiene.
- Sleep in the Library for an extended period of time (more than 20 minutes)
- Engage in any lewd or otherwise disruptive behavior.
- Distribute or post printed materials/literature on Library property not in accordance with Library policy.
- Misuse the restrooms, including vandalizing, laundering, shaving, hair cutting or trimming, bathing or sexual activity.

This policy will be applied fairly, without regard to religion, race, color, national origin, age or marital status as required by law.