

## Sioux City Public Library Policy

### Conduct in the Library Policy

Board Approved: October 20, 1999  
Revised: ~~August 19, 2015~~ September 21, 2018

#### Policy

The policy of the Sioux City Public Library is to provide a safe, comfortable environment conducive to the use of Library materials and facilities. The Library is intended for the use of all members of the public. Patrons are expected to observe the rights of other patrons and staff members and to use the Library for its intended purposes. Prohibited conduct will not be allowed in the Library.

#### Definition

Prohibited conduct is that which:

- Interferes with the rights of individuals to use Library materials and services,
- Interferes with the ability of Library staff to conduct Library business, or
- Threatens the safe and comfortable environment of the Library or those using the Library

Prohibited conduct includes, but is not limited to the following:

- ◆ Willfully annoying, harassing, or threatening another person.  
*(Harassment is defined as any action taken or situation created intentionally to produce psychological or physical discomfort, embarrassment, or ridicule. Harassment is characterized by requests for sexual contact, unwelcome physical advances, or conduct—verbal or physical—of a nature that is intimidating, demeaning, hostile, offensive, or potentially dangerous.)*
- ◆ Any behavior that endangers or could endanger the safety or health of yourself or others.
- ◆ Exceeding acceptable noise levels.
- ◆ Behaving in a disorderly manner.
- ◆ Using abusive or profane language.
- ◆ Theft, vandalism, or the deliberate destruction of Library materials, property, or the personal property of other patrons or staff members.
- ◆ Altering, deleting, damaging, destroying or maliciously accessing any computers, peripherals, computer systems, networks, computer programs, or data.
- ◆ Inappropriate use of furniture and equipment, which includes sleeping or using tables or chairs as foot rests.
- ◆ Entry into the Library with large framed backpacks, bedrolls, bedding, blanket rolls, large suitcases, or more than three grocery-sized paper or plastic bags or parcels is prohibited. Wheeled carts of any kind are not allowed except for strollers with children. Personal belongings must be kept with patrons at all times and the Library assumes no responsibility for any personal belongings left unattended. Unattended personal belongings will be collected and placed in lost and found; if not claimed within a reasonable amount of time, items will be discarded. Personal belongings must not take up excess space or impede access to services and materials.
- ◆ Bicycles are not allowed inside any Library location. Unattended bicycles will be removed and placed in the outside bike rack.
- ◆ Impeding access to the building or an area of the building, or blocking book stack aisles for extended periods of time.
- ◆ Entering the non-public or locked areas, unless accompanied by a staff member, or through prior authorization from a staff member.
- ◆ Leaving personal items in the building. The Library assumes no responsibility for any personal belongings left unattended.
- ◆ Photographing, video or audio recording of individuals unless authorized by the individuals involved, or their parents if the individuals are minors.
- ◆ Bodily hygiene that is offensive so as to constitute a nuisance to other persons. Patrons must be fully clothed and wearing shoes.
- ◆ Petitioning or soliciting.
- ◆ Bringing animals into the Library, except service animals trained to assist individuals with disabilities.
- ◆ Consuming, possessing, or being under the influence of illicit or intoxicating substances.
- ◆ Smoking, use of electronic cigarettes (vaping), chewing tobacco, using snuff, or spitting.
- ◆ Consuming food except as permitted in designated meeting rooms.
- ◆ Depositing litter anywhere other than in the provided garbage receptacles.
- ◆ Using the restroom facilities for unreasonable or unintended purposes including bathing.
- ◆ Illegal possession, use, or threat of use of dangerous weapons as defined in the Code of Iowa Section 702.7.
- ◆ Violation of any municipal, state or federal law or code.

#### Enforcement

Enforcement of these rules may take the form of any of the following actions, depending upon the severity of the misconduct which will be determined by the staff on duty at the time.

- ◆ The problem will be resolved at the most immediate level, that is, the staff person observing the behavior will attempt to correct it.
- ◆ In most cases, patrons who are behaving inappropriately in the Library will be given one warning and asked to behave in an appropriate manner. Patrons who do not modify their behavior after one warning may be asked to leave the Library premises for the rest of the day.
- ◆ In the case of any misconduct that, in the judgment of a staff member, is extreme or threatening, the offender may be ordered to leave the building immediately, or the Police may be called.
- ◆ Patrons engaging in misconduct on more than one instance may be barred from the Library premises for one month. Patrons may be barred from the Library premises for one year if prohibited conduct continues and/or in situations where the Police are called for assistance or intervention.
- ◆ Exceptions to the above may be authorized by the Library Director and/or designee.