



# LAKE BLACKSHEAR REGIONAL LIBRARY SYSTEM

*Serving Crisp, Dooly, Schley and Sumter Counties*

## **RULES OF CONDUCT**

### **POLICY**

It is the policy of the Lake Blackshear Regional Library Board of Trustees that patrons have the right to use the Library materials and services without being unduly disturbed or impeded by other library users, and that patrons and staff have the right to a secure and congenial environment.

### **RULES**

1. Patrons shall engage in activities associated with the use of a public library. Patrons not reading, studying, or using library materials may be required to leave the building.
2. Patrons shall respect the rights of other patrons. Patrons shall not harass or annoy others through noisy or boisterous activities, by staring at another person with the intent to annoy that person, by following another person about the building with the intent to annoy that person, by playing audio equipment, by singing or talking loudly to others or in monologues, or by displaying print or nonprint materials of an offensive nature to others, or by behaving in a manner that can be reasonably expected to disturb others.
3. Patrons shall not smoke or use tobacco or tobacco products. Patrons shall not consume food or beverages except when specifically approved as part of a program in a Multipurpose Room or a Library-sponsored program.
4. Patrons shall not be under the influence of alcohol or illegal drugs.
5. Patrons shall not engage in any illegal activity while in the library building or on library property.
6. Patrons shall not interfere with use of the library by other patrons, or interfere with library employees' performance of their duties.
7. Patrons shall not deface or mar library materials including books, magazines, newspapers, recordings or other items of the library collection. Nor shall they deface, mar or in any way destroy or damage library furnishings, walls, machines, or other library property.

8. Patrons shall not enter the library building without a shirt or shoes. Roller skates or roller blades are not permitted. Patrons whose bodily hygiene is offensive so as to constitute a nuisance to other patrons may be required to leave the building.
9. Animals, except those used to aid persons with disabilities, are not permitted in the Library, except as part of a Library-sponsored program. Animals may not be left unattended on Library property.
10. Seating at library tables, carrels, and chairs is limited to the number of persons for whom the furniture was designed.
11. Selling products or services, or soliciting donations, is not permitted in the Library or on Library property, except as part of a Library-sponsored program.
12. Taking surveys, circulating petitions, distributing leaflets, and other similar activities are permitted in the Library or on Library property only when authorized by the Library Director.
13. Parents or other legal guardians are responsible for the behavior of their minor children in the Library whether or not the parent or guardian is present.
14. The violation of federal or state laws or local ordinances will not be permitted on Library property. Theft, vandalism, and mutilation of library property are criminal offenses and may be prosecuted. The Library reserves the right to inspect all bags, briefcases, and other such items when the staff has reason to believe this rule has been violated. The Library is not responsible for personal belongings left unattended.
15. Each patron shall be responsible for any fines, fees, or other charges dues in accordance with the library's policies. Failure to pay these charges will result in the suspension of borrowing privileges.
16. Any materials removed from the Library must be checked out on a valid library card or through other standard library procedures such as interlibrary loan.
17. Any patron not abiding by these or other rules and regulations of the Library may be required to leave the Library building and premises and may forfeit their library privileges. Library employees will contact the police or other policing authority if deemed advisable.
18. Patron identification, that is, name address, and phone number, may be requested.

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Adopted by the lake Blackshear Regional Library Board of Trustees  
February 19, 1998