

**Policy 610**  
**Patron Code of Conduct**

The Lisle Library District (LLD) is committed to providing quality materials, resources, programs and services to the community in a safe and secure environment. To achieve this, patrons must act in a partnership to ensure that everybody can experience a safe, clean, pleasant and productive environment for study, research, information and enrichment.

**Regulations:**

1. Any act or conduct in violation of federal, state, or local laws, ordinances or regulations of the Library is prohibited on Library property.
2. Behavior which may disturb others or interfere with their rights to use the Library is prohibited. Examples include but are not limited to: hitting, pushing, shoving, fighting, harassment, suggestive language, indecent exposure, loud voices, smoking, pervasive odor, loitering, profanity, prolonged staring, taunting.
3. Profanity, abusive language or behavior of any nature that may be considered harassment, intimidation, or threatening to Library staff members or patrons is prohibited.
4. The use and/or possession of weapons or any other objects that can reasonably be considered as a weapon is prohibited.
5. Food may not be consumed in the Library with the exception of designated areas, Library events or meetings where prior permission has been obtained. Beverages must be in closed containers.
6. Possession or consumption of alcoholic beverages while on Library property is prohibited and/or entering the Library in a perceived or actual state of intoxication or controlled substance.
7. Personal property may not be left unattended. The Library or staff is not responsible for personal property.
8. Patrons are required to follow the reasonable requests of a Library staff member or Security staff member.
9. Proper attire and hygiene which conforms to the standards of the community for public places is required including shirts and shoes. A general standard of hygiene is expected.

10. Bicycles, scooters, and other wheeled sporting equipment may not be used or stored in the Library nor obstruct external doors.
11. Theft, tampering, defacement or destruction of Library materials, equipment or furnishings is prohibited.
12. Patrons are not allowed to use the Library for typical household activities such as sleeping, bathing, shaving, or storage of personal items.
13. Animals may not be left unattended on Library property. Pets or animals are allowed in the Library to aid persons with disabilities as certified by a medical professional or as part of a Library sponsored event.
14. No solicitation may be conducted inside the Library facility. Selling, soliciting or requesting donations is not allowed on Library property except at approved events or as allowed by law. Posting notices or literature without prior permission from the Library Director or designee is prohibited.
15. Materials viewed on electronic devices while in the Library should be appropriate for a public environment. Patrons must abide by the Access to Public Computer/Internet Policy.
16. Recording for commercial or promotional use any sound or images on television equipment, tape, film or on electronic or digital devices including cell phones while on Library property is prohibited without prior permission from the Library Director.
17. Library staff members are not responsible for the supervision of children except when they are participating in a designated Library event. A caregiver must remain in the Library if a child is below the age of eight and is participating in a program. Children must be eight years and above to use the Library independently and mature enough to be unsupervised. Younger children should remain in the line of sight of their caregiver as to be adequately supervised. A caregiver must be at least 14 years of age to supervise other children.
18. The LLD does not serve in lieu of the parents or guardians, and parents or guardians are responsible for a minor's behavior whether or not the parents are present.
19. Cell phones and other electronic devices should be set to silent or vibrate while in the Library, conversations should not disturb other patrons. Cell phone conversation is not allowed while using the public Internet terminals.

20. Patrons must leave the Library building at closing time or as directed by the Library Staff.

21. Bags may be inspected at any time.

Illinois law authorizes the Board of Trustees and designees to “exclude from the use of the Library any person who willfully violates an ordinance or regulation prescribed by the Board.” Failure to follow the Code of Conduct may result in a documentation of the incident, warning(s) concerning the disturbing behavior, expulsion from the Library for the day, a subsequent banning for a designated length of time dependent upon the severity of the offense.

The Lisle Police may be called to assist the staff when it is deemed necessary. The Library Director or designee may issue a response to a violation of the Code of Conduct. A banning notice may be appealed by writing the Library Director.

Approved 7/11/12