

## **Amagansett Free Library Patron Behavior Policy**

The Amagansett Free Library is dedicated to helping people read, study, and use library materials, and to take part in programs or similar activities associated with the use of a public library. Any person not so engaged may be required to leave the library premises. Patrons are prohibited from engaging in any activity which constitutes an annoyance, disruption, distraction, or safety or health hazard to other patrons or library staff, as well as the orderly and peaceful use and enjoyment of the library and library premises.

Examples of unacceptable behavior may include but are not limited to the following:

- Violating any library policy
- Interfering with other patrons' reasonable expectation of privacy, including photography or video recording without prior permission from the library director.
- Interfering with Library staff's performance of their duties.
- Leaving children under the age of ten (10) unattended on the premises.
- Arguing, propagandizing, or preaching.
- Preventing or blocking access to materials.
- Using loud, abusive, obscene, or threatening language or gestures.
- Defacing or destroying library material or property.
- Consuming food or beverages outside designated areas.
- Listening to music, movies, or other audio content without the use of headphones.
- Improperly using Library restrooms or facilities for prohibited activities such as bathing, shaving, or laundering.
- Misrepresentation of an individual's identity.
- Inappropriate use of computers or library WiFi in violation of the [Internet Policy](#).
- Improper removal of library materials from the library.
- Failure to return overdue library materials or to pay associated fees for overdue or lost materials.
- Improper attire, including lack of shirt or shoes.
- Rearranging or inappropriate use of furniture, including sitting on or putting feet on tables, or excessive spreading of personal effects including computing devices, bags, clothing, and papers.
- Talking on cell phones inside the library except in designated areas.
- Recreational rollerblading, skateboarding, or scootering on library property.
- Bringing in pets to the library, with the exception of service dogs and miniature horses trained as service animals as allowed under The American with Disabilities Act (ADA) legislation.
- Possessing, distributing, or consuming alcoholic beverages, illegal drugs, narcotics, or controlled substances or misusing legal substances such as glue or prescription medication, as well as smoking or using e-cigarettes, on library property.

- Possessing or using a dangerous weapon on library property.
- Sleeping on library property.
- Engaging in loud or boisterous activities.
- Soliciting, gambling, or distributing leaflets or petitions on library property.
- The placing of any receptacle that solicits donations without prior permission from the library director.

Library staff are authorized to question patron behavior in the library.

### **Procedure for Policy Violations**

Library staff is authorized to take any/all of the following steps:

1. Make inquiry of facts surrounding the violation.
2. Direct person to cease the violation.
3. Direct person to vacate the library premises.
4. Upon refusal, to contact the appropriate law enforcement agency for assistance.

### **Consequences of Policy Violations**

Depending on the violation, the library director or the Board president is authorized to take any/all of the following steps.

1. Suspension of the person's library privileges for up to one year.
2. Banning the person from library property for up to one year.

### **Appeal Procedure**

1. Persons have 30 days to make an appeal in writing to the Board of Trustees.
2. The Board of Trustees must convene a hearing within 30 days of the appeal submission.
3. The Board of Trustees must render a decision within 14 days of the hearing.