

Library Code of Conduct updated 10/23/23

To meet the goal of offering the best possible service to Library visitors, and to maintain a safe and welcoming environment, SJ CPL has established the following standards of behavior for visitors in and on Library property.

Attire: All persons are required to be fully-clothed, including wearing a shirt and shoes, while in Library property.

Children: Patrons under the age of ten years must be under the direct supervision of a person the age of thirteen years or older. Caregivers are solely responsible for the safety and behavior of their children. Unattended children are children of any age who are apparently unaccompanied by a parent, guardian, and/or responsible caregiver at the Library. Library staff may call the police or other appropriate agency if a child is unattended when a Library closes or at any time a child appears to be at risk.

Food: Consumption of food is permitted except in the following areas: the Reading Room, Local and Family History, and Studio 304 at Main and while using the public computers at any Library location. Beverages may be consumed at all library locations, provided the beverages are in a spill proof container such as a cup with a lid, closeable bottle or sports bottle.

Belongings: Patrons and their belongings may not obstruct walkways, shelving, tables or the entry and exits to the Library. Personal items may not be left unattended for 20 minutes. In the event of an emergency evacuation, patrons may be required to leave behind any items that impede evacuation of the building. Bicycles, shopping carts, or other large wheeled conveyances may not be brought in the Library.

The following are not permitted in and on any Library property:

- Any behavior which disturbs other Library patrons, visitors or staff
- Animals, other than service animals
- Selling any goods or services
- Gambling
- Begging, soliciting, petitioning, or canvassing
- Unsanitary personal conditions, including odor that constitutes a nuisance to other persons
- Making unreasonable use of the restrooms, such as laundering clothes and bathing
- Being in an unauthorized area; remaining in the Library or on Library property after closing or after being asked to leave; failure to evacuate in an emergency or during a drill
- Smoking and/or vaping inside any Library building, outside on any Library property including (without limitation) any lawn, garden, outside seating area and courtyard of any Library building, and within fifty (50) feet of any Library building entrance.
- Possession and/or use of alcohol or illegal drugs or substances, and being under the influence of drugs or alcohol, inside the Library and on Library property
- Theft, damage, destruction, or misusing any Library property or the property of other Library patrons and visitors and Library staff
- Possessing a gun, knife or other weapon except as permitted by law
- Engaging in any form of sexual conduct or lewd behavior, including exposure, unwanted touching of another patron or staff
- Harassment (sexual or otherwise) of another patron, staff or board member, including name-calling, threatening, aggressive or demeaning behavior, stalking, unwanted sexual advances, and any other unwanted touching of a patron, staff or board member
- Violent or threatening behavior of any kind
- Engaging in any other activity in violation of federal, state, local, or other applicable law or Library policy

Violations: Visitors whose conduct or activities violate this Code of Conduct policy will be asked to modify their behavior. Further failure to comply with this policy will result in the suspension of Library privileges and removal from the building. The length of the suspension of Library privileges and/or eviction from the Library premises shall depend on the nature and seriousness of the offense, any history or prior infractions of this policy or other library policies, and any other relevant circumstances. Suspension of Library privileges may be appealed to the Library Public Safety Manager in writing.