

Code of Conduct

Board Policy:

To establish rules and regulations regarding use of Library facilities, and to follow policies established by the jurisdictional fire, police, and health departments regarding use of Library buildings.

These guidelines will be enforced to protect the rights of individuals to Library property, materials, and services; to protect the rights of Library employees, security personnel, and volunteers to conduct Library business without interference; to preserve Library materials and facilities from harm; and to establish the safety of Library customers, employees, security personnel, and volunteers.

1. Library patrons must have a valid, current card on file to check out material.
2. The following behaviors are prohibited in the Library:
 - a. In accordance with ORC 3794.02, the use of any tobacco products in any part of the building or on Library property. E-cigarettes and other electronic smoking devices are also prohibited in the Library
 - b. Under the provisions of ORC 2923.126(B)(9), carrying a concealed handgun, deadly weapon, or dangerous ordnance even with a proper permit, into the Library
 - c. Pets, with the exception of service animals
 - d. Unreasonable loud noise including loud talking, singing, and boisterous activity
 - e. Profane, obscene, or abusive language; racial or ethnic slurs
 - f. Running
 - g. Improper use or abuse of furniture, equipment, or materials
 - h. Selling or solicitation of any kind except as done by the Friends of the Delaware County District Library
 - i. Panhandling
 - j. Harassing customers, security personnel, or staff. Deliberate repeated behavior that is intimidating, hostile, or offensive, or has an adverse impact on staff or security personnel performance
 - k. Distribution of leaflets or similar literature without approval by the Director or their designee
 - l. Vandalism, damage or destruction of Library property
 - m. Stealing any property belonging to the Library, another customer, security personnel, or staff
 - n. Monopolizing/obstructing space, seating, tables, or equipment to the exclusion of others
 - o. Fighting, challenging someone to fight, physical abuse, or assault
 - p. Improper dress shirts and shoes required
 - q. Trespassing or entering Library property when banned
 - r. Engaging in or soliciting a sexual act. Indecent exposure.
 - s. Any condition or behavior that poses a health or sanitary risk. Patrons will be asked to leave immediately to correct the problem.
 - t. Being under the influence, possessing alcohol or drugs, selling drugs or alcoholic beverages
 - u. Violation of the Library's Acceptable Use Policy
 - v. Other actions that are disruptive to others
 - w. Using an emergency exit or pulling a fire alarm at times that are not actual emergencies
2. Courts have held that a public library is a "limited public forum." "Limited" means it is a place to exercise First Amendment rights, subject to reasonable restrictions as to the time, place, and manner for doing so. The Library supports free speech, but also reserves the right to establish

the following guidelines for anyone who wishes to gather signatures for a petition or distribute information on Library property. Such persons must:

- a. Stay outside the Library building when gathering signatures or distributing information
- b. Avoid positioning themselves so as not to obstruct entrances and exits to the Library building
- c. Refrain from setting up tables
- d. Treat Library patrons in a polite, low-key manner
- e. Refrain from using equipment for audio amplification

Any person who does not follow these guidelines will be required to leave Library property; however, a petitioner/distributor of information willing to adhere to the guidelines will be welcome to substitute in their place.

3. The Library welcomes and encourages patrons of all ages to visit the Library and take advantage of the programs, services, and resources that it offers. Responsibility for the safety and behavior of minors always rests with the parent, guardian, or assigned adult caregiver, and not with Library staff. Staff cannot act in loco parentis, nor can Library staff supervise unattended youth.
4. Library staff or security personnel may ask an individual to leave the premises if they are observed in violation of any of these regulations.
5. Library staff or security personnel should call law enforcement officials if deemed necessary.
6. Any person who damages library property may be held financially responsible.

Related Policies

Acceptable Use

Community Room Use

Political Activity

Unattended Children