

Bridgman Public Library Patron Behavior Policy

Bridgman Public Library Joint Board of Directors
(hereafter referred to as "The Board")

A. Purpose:

It is the policy of Bridgman Public Library (hereafter referred to as "The Library") to provide a facility that is open for specific civic, educational, and cultural uses such as: reading, studying, writing, exploring ideas, creating, and attending Library or community-sponsored activities or meetings. To better serve all Library patrons, The Board has established certain rules to maintain an atmosphere that promotes these purposes, protects The Library's resources and facilities from damage, and fosters the safety of all users and staff. These rules apply to all persons using the Library building and its grounds and will be enforced by Library staff. The Library grounds include the lawns, parking lots, patio, and the lawn area of Toth Street.

B. Introduction:

Persons in the Library or on the Library grounds may not engage in conduct that is illegal, disrupts the orderly operation of the Library, unreasonably interferes with the use of the facilities and grounds by others, could result in physical, emotional or mental injury, or could result in damage to the Library facility, materials or grounds.

C. Rules for a Safe Environment:

1. Unlawful activities will be reported to the police and, when appropriate, violators will be subject to arrest.
2. No blocking of doors, aisles, or entrances that will create an obstruction or hazard for other Library users. This includes the prohibition of running power cords across aisles or other areas that are used for walking.
3. Patrons shall not skateboard, rollerblade, bicycle, or run inside the Library, on the grounds, or in the immediate vicinity of Library entrances.
4. Animals are not permitted in the Library unless it is a service animal (as defined by law), law enforcement animal, or animals involved in Library programming. Animals should not be left unattended in the Library parking lot or on Library grounds while their owner is using the Library.
5. Patrons should not be under the influence, in the possession of alcohol or illegal drugs, or engage in any substance abuse while on Library property.
6. Patrons are not permitted in any areas designated as "Employees Only" unless otherwise permitted by the Library Director or their designee.

D. Rules for Personal Behavior:

1. Patrons may not disregard staff requests or interfere with the staff's performance of duties in the Library or on Library property.
2. Patrons may not talk or create noise loud enough to disturb the general use of the Library by others. This includes yelling, cheering, talking (with others or in monologues) or noise from personal devices such as cell phones, tablets, radio, or similar. Patrons may use earbuds or headphones but not at a volume that can be heard by others.

3. Patrons will not engage in physical or sexual harassment, which includes:
 - a. Intimidating behavior
 - b. Staring
 - c. Photographing or video/audio recording
 - d. Stalking
 - e. Threatening
 4. Patrons will refrain from the following behaviors:
 - a. Running
 - b. Pushing or shoving
 - c. Horseplay
 - d. Fighting or provoking a fight
 - e. Throwing items
 - f. Climbing on furniture
 - g. Using obscene or threatening language or gestures
 - h. Inappropriate displays of affection
 5. Food is prohibited inside the Library except at Library activities where it must be kept in the prescribed location. Securely covered beverages are allowed in all areas of the Library.
 6. Smoking, vaping, and tobacco use are prohibited inside the Library, near the entrance, or on Library grounds.
 7. Patrons must adhere to all Library policies.
 8. Shirts and shoes are required for health reasons and must be worn at all times while in the Library or on Library property.
 9. Offensive odors, including overpowering perfume or cologne, body odor due to poor personal hygiene, or strong odors from items brought into the Library, that interfere with the comfort of other patrons using the Library are prohibited.
 10. Soliciting or panhandling for money, products, or services is prohibited. Selling merchandise on Library property is strictly prohibited.
 11. Sleeping in the Library is prohibited, except for young children in the supervision of a parent or caregiver.
 12. Patrons must leave the Library promptly at closing time and may not be in the Library when it is not open to the public.
- E. Rules for Use and Preservation of Materials and Property:**
1. Patrons may not damage, vandalize, steal, improperly remove or misuse Library material, computers, equipment, furniture, or other property.
 2. Patrons will refrain from littering in the Library or anywhere on Library grounds.
- F. Violation and Appeals:**
1. The Library Director, or their designee, reserves the right to communicate a lawful order to any person violating this policy prohibiting them from entering the Library building or grounds and to restrict the person's privilege of using the building and/or grounds for a specific period of time.
 2. If such an order is given, then entry into the Library building or grounds in defiance of that order will result in a charge of criminal trespass.
 3. Patrons may appeal the restriction of access by writing to the President of the Library Board within ten (10) business days. The decision of The Board is final.