

Patron Code of Conduct

Mackinaw Area Public Library Board of Trustees establishes the Patron Code of Conduct to:

- Protect the rights of individuals to enjoy the benefits of library facilities, materials and services
- Protect the rights of library staff members and volunteers to conduct library business without interference
- Preserve library materials and facilities from harm
- Ensure the safety of library patrons, employees, and volunteers

The Patron Code of Conduct is posted in each library building. The library uses security and video surveillance cameras to assist the library as it monitors behavior. Library staff members are authorized to bring to a patron's attention any act which is prohibited in the library. The patron will be asked to change the problem behavior. If such change is not evident or forthcoming, that patron will be asked to leave library property for a period of time that is determined by the library's Guidelines. Failure to leave if asked may result in the police being called.

The following procedures will be enforced for library patrons who have been asked to leave the library:

- 1st time offense. No library privileges for a minimum of 2 weeks.
- 2nd time offense. No library privileges for a minimum 1 month.
- 3rd time offense. No library privileges for a minimum of 1 year.

Expected Behavior

Courtesy and Respect should be given to library staff, other patrons, the library materials and building.

Prohibited Behaviors or Activities:

Behaviors that disturb the normal functioning of the library and/or create a disruptive and unsafe environment include but are not limited to:

- Failure to follow staff instructions
- Noise disturbing to others, including loud talking, yelling, loud use of audio equipment, including computers (both personal and library).
- Loud use of cell phones. Phones should be turned off or to vibrate. Conversations should be quiet and not on a speaker.
- Abusive or threatening language, profanity
- Fighting, physical abuse or assault
- Altering or attempts to alter library materials
- Violating any library policies
- No bare feet

Patron Code of Conduct

- Eating food or drinking beverages in spillable containers and no liquids at the computer stations
- Non-service animals or non-program related animals.
- Excessive displays of public affection or engaging in or soliciting sexual acts
- Leaving children under 8 years of age unattended. The library is not a play area - running, yelling and loud play are prohibited.
- Smoking, chewing tobacco or using other tobacco products
- Improper use of library furniture that may result in damage or unreasonable wear, such as feet on furniture or walls, lying down, moving furniture
- Obstructing passageways or blocking access to the library or any part of the library
- Taking library materials into the restrooms
- Use of public restrooms for bathing or laundry; other inappropriate use of restrooms; use of other public areas for personal grooming