

# Portland Library

20 Freestone Avenue  
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## Behavior and Environment Policy

It is the responsibility of the Library Board to maintain an environment which is safe, comfortable and secure for all patrons and staff. With that responsibility in mind, the following rules have been established. The Library Board is empowered to make these rules under State Statute Title 11, Sec. 11-32 and to exclude from the library any person who willfully violates these rules.

To promote the safety and comfort of library patrons, individuals may be prohibited from congregating anywhere on the library grounds, when deemed appropriate by the Library Director or his/her designee.

The Library is not responsible for unattended items.

In the entrance plaza, blocking the entrance and/or climbing on the railings is not permitted. Bicycles may not be ridden on the library plaza. Bicycles must be placed in the bike rack.

Roller skating, rollerblading, skate boarding, ball throwing and any sports-related activities are not permitted on library grounds or in the building, unless the activity is included within an ongoing library program.

Skateboards, balls, bats and other athletic equipment must be stored in a designated area upon entering the library.

Proper attire, including shirts and shoes, must be worn by anyone entering the library. No face coverings are allowed except for medical or religious reasons.

Patrons shall not interfere with the ability of others to use the library or interfere with library employees' performance of their duties. Behavior which demands constant attention of the staff and/or disrupts service to others will not be permitted.

The following are examples of misconduct which are disruptive to others. Persons involved in such disruptive activities in or near the library may be asked to leave the library and its grounds.

Behavior which disrupts use of the Library or interferes with the Library's operation includes, but is not limited to, the following:

Disorderly conduct

Disruptive or frequent entering and exiting the building

Displaying patently offensive print or nonprint materials

Disturbing noises

Inappropriate displays of affection

Intoxication

Leaving children unattended

Littering

Loud noises or loud talking disturbing to other people (if headsets are in use they must not be audible to others)

Offensive language (Obscene speech)

Pushing or shoving

Running

Spitting

Lurking near, staring at or following people

Threatening behavior

Verbal abuse of patrons or library staff

Patrons shall not deface, mar or in any way destroy or damage library materials, furnishings, walls, machines or any other library property inside or outside the library.

Any materials removed from the library must be checked out on a valid library card or through other standard library procedures.

Smoking is not permitted anywhere in the library, including meeting rooms and staff areas. Eating or drinking in public areas of the library, with the exception of food served during library programs or meetings in designated areas, is prohibited.

Animals are not allowed in the library building, except when they are part of a library program or when they are registered service or companion animals.

A courtesy phone is available for public use at the discretion of the staff.

Staff may enforce a limit of two people to a table in order to keep noise and activity to an acceptable level.

Staff may request patron identification, (name, address and phone number).

Patrons who do not conform to these rules may be asked to leave the library. Repeated misbehavior, or refusal to leave the library when asked, can result in limited or revoked library privileges, removal of offenders from the building, or reporting violations to the appropriate authority.

The Library Director or a designee may deny access to the library to any patron who violates these rules and regulations. If necessary, police will be contacted to assist library staff in enforcing these rules.

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