

# Portland Library

20 Freestone Avenue ~ Portland, CT 06480

860-342-6770

## 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.

Bicycles may not be ridden on the library plaza. 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.

Proper attire, including shirts and shoes, must be worn by anyone entering the library.

Patrons shall not interfere with the ability of others to use the library or interfere with library employees' performance of their duties.

Recording in any format, including video, audio, or photography, of patrons or staff is allowed only with consent of the person or persons being recorded or photographed. It is the responsibility of the person making the recording or photograph to arrange all necessary releases and permissions.

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

Frequent entering and exiting the building

Displaying patently offensive print or non-print materials (see also Computer policy)

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

Pushing, shoving, or Running

Spitting

Lurking near, staring at or following people  
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 with the exception of food served during library programs or meetings in designated areas, is prohibited.

Beverages are allowed only in appropriate closed containers and to be kept at a minimum distance of 4 feet from any library electronic equipment.

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.

Staff may enforce distancing between persons and restricting of numbers of persons in an area either to keep activity to an acceptable level or to be in accord with current health directives from State agencies and local health department.

Excepting for medical reasons, non-compliance with current official directives related to health or safety (such as mask wearing) will result in limiting of library services and possible eviction from the library.

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

Repeated misbehavior, or refusal to leave the library when asked, can result in limited or revoked library privileges. The Library Director or a designee may deny access to the library to any patron who violates these rules. If necessary, police will be contacted to assist library staff in enforcing the rules.

Approved by the Library Board October 17, 1988

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