

## **GIBBS LIBRARY**

### **PATRON CONDUCT AND MATERIALS USE**

*The mission of the Gibbs Library is to serve as a volunteer-based center whose purpose is to enrich the lives of our community members with free access to programs, materials, and services that empower, educate, and inspire.*

Patrons can expect to use the Gibbs Library without discrimination, having free and equal access to information. They will have use of the library without the threat of interference, invasion of privacy, or harm.

The resources provided by Gibbs Library should be freely available to as many people as possible. No one will be denied access based on age, race, religion, disability, gender, sexual preference, nationality, or politics.

In order to offer a welcoming, safe environment to all patrons, the Gibbs Library Board of Trustees establishes their conduct ordinance as follows:

- If any staff or volunteer of Gibbs Library determines an individual's behavior to be creating a disturbance or causing problems, the library staff or volunteer has the authority or right to tell that individual to leave the library. If that person refuses to comply and continues to cause problems, the police may then be contacted to eject that person from the library.
- Any person ejected from Gibbs Library by staff, a volunteer, or police may have legal action taken to exclude them from the library in the future.
- All patrons, staff, and volunteers have the right to their privacy. No one is permitted to make video or audio recordings or take photographs of any person in Gibbs Library if that person requests to not be photographed or recorded.
- Non-alcoholic beverages are allowed in the library. Food is not allowed in the library, unless it is during an authorized event.

- Phone ringers and alerts are to be silenced in the library. Patrons must leave the library for phone calls. No video or audio recording should be played at a volume which would disturb other patrons, staff or volunteers. Headphones are available for use by request.
- A parent or caregiver must accompany any child under the age of 12 and be aware of their child's behavior. If staff or a volunteer requests behavior modification for the consideration of other patrons, the parent is expected to enforce it, or remove the child from the library. It is not possible for the staff or volunteers of Gibbs Library to guarantee a safe environment for unaccompanied minors. Gibbs Library will not determine what are appropriate materials for a child to watch, listen to, or read. If parents/guardians/caregivers wish to restrict access to certain materials for their children, they must supervise their children in the library for themselves.
- No one is allowed to access or attempt to access illegal or pornographic material using the Gibbs Library wireless internet connection or a patron use computer.
- All Gibbs Library materials, including the building and furniture, should be used with care for their longevity. If any materials are returned damaged, the library reserves the right to bill the patron for the cost of replacing the item. When a patron fails to return an item within 90 days of the item being loaned, they will be billed for the replacement cost of the item. Any patron with items overdue by more than 30 days will have their account blocked until they either return the item or pay the cost for a replacement. The Library Director will determine the replacement cost based on the actual cost to purchase another of the same, or a comparable item.

Approved by Gibbs Library Board of Trustees: November 7, 2022