

# SCHULTZ-HOLMES MEMORIAL LIBRARY

## **Cell Phone and Personal Electronic Device Policy**

### Objective:

1. To provide a safe and comfortable environment for library patrons engaged in information gathering, entertainment and recreational activities reasonably associated with a public library and in keeping with the mission statement of the Schultz-Holmes Memorial library. The library is a public place and endeavors to provide equal access to all patrons.
2. To define and limit authorized use of cell phones and other devices, including but not limited to pagers, PDAs, and gaming devices, and to define authorized areas for use.

### Provisions:

1. Any device used in the library must have all sound (ringers, alerts) completely muted or turned off. If the device does not allow the sound to be completely muted or turned off, it may not be used anywhere in the library.
2. If a cell phone or other device rings or beeps in the library, the patron may be asked to leave the library.
3. Cell phones may be used at a quiet, conversational level only in the seating area near the front window and in the booth near the auditorium door. Cell phones may not be used in any other area, including the front desk, the children's area, the stacks, the AV room, or near the computers. Gaming devices may be used with headphones or with all sound effects turned off only in the seating area near the front window or in the booth near the auditorium door. Headphones must completely eliminate external noise from the device. Gaming devices may not be used in any other area, including the front desk, the children's area, the stacks, the AV room, or near the computers.
4. Even in authorized areas, the cell phone or other device user may be asked to discontinue use or to go outside if other patrons report disruption of library use or enjoyment.
5. Except in the auditorium during rentals or official meetings, recording devices for sound, still picture or video, may not be used in the library or on the library grounds without the consent of the director.

Patrons who violate this policy or who encourage the violation of this policy by others will be asked to stop and may be asked to leave the building and/or to terminate electronic or wireless connections immediately. The Blissfield Police Department may be requested at the discretion of library staff.

Library staff (and the library board on appeal) are empowered to interpret the provisions of this policy. Repeated violations of any aspect of this policy may result in the suspension of library use rights and privileges. The length of suspension will be determined by library staff and will be reviewed by the library director. All appeals must be made in writing, first, to the library director and, then, to the library board.

approved June 2013