



8 Route 129 | Loudon, NH 03307 | MaxfieldLibrary.com | (603)798-5153

## **PATRON BEHAVIOR POLICY**

Maxfield Public Library (MPL) is a “limited public forum” created for the specific purpose of providing public access to materials and resources. To ensure that all people who use and work at MPL can do so in a comfortable and safe environment, patrons visiting or using the Library’s facilities or services must comply with MPL’s Patron Behavior Policy. This policy was drafted to assure that the Library is used for the general purposes for which it is intended.

*Maxfield Public Library will uphold all state laws and local ordinances in regard to public behavior.*

### **Dangerous, destructive, or illegal conduct, including but not limited to the following, will not be tolerated:**

- Physical abuse or assault, including fighting or challenging others to fight
- Engaging in intimidating or harassing behaviors, including following or stalking other patrons or Library staff, leering or staring at others, or attempting to peer under another person’s clothing
- Making violent or threatening statement to others
- Damaging, destroying, stealing, or otherwise vandalizing MPL property

*Any patron engaging in one or more of the above behaviors will be instructed to leave the Library immediately and law enforcement may be called and appropriate legal action may follow.*

### **The following behaviors are also prohibited:**

- Using harassing, obscene, abusive, or insulting language to others
- Leaving children under the age of 10 unattended by a parent, caregiver, or guardian

- Annoying other patrons by talking, gesturing, listening to music or watching videos without headphones or otherwise interfering with their ability to use the Library
- Interfering with Library staff's ability to perform their duties
- Smoking inside the Library or anywhere on Library premises including in the memorial garden, on the children's patio, and on surrounding walkways
- Possessing, consuming, exchanging, selling, or being under the influence of alcohol or illegal drugs inside the Library or on Library premises
- Sleeping inside the Library
- Not wearing proper covering attire, including shirts and shoes, while on Library property
- Using the public restrooms for purposes that are not usual or customary, including laundering or bathing
- Bringing in excessive baggage such as sleeping bags, bedrolls, luggage, shopping carts and large camping backpacks. Small backpacks, book bags, briefcases, laptops and purses are permitted.
- Use of the Children's Room should be limited to youth related business, such as visiting with a child, browsing for children's materials, or speaking with the Youth Services teams. Adults that are not in the Children's Room for a youth related reason will be asked to use a different area of the library.

*MPL understands that cell phones are a vital component of communication and information gathering. Polite cell phone use and text messaging is permitted throughout the Library. Please remember to speak quietly and to set your cell phone to vibrate.*

For patrons who participate on social media forums, users and Library staff may be able to interact with each other.

## **PUBLIC TERMS OF USE**

1. MPL has no affiliation with any advertisements or other material posted by third party sites or software.
2. By choosing to comment on MPL social media sites, public users agree to these terms:

1. Comments are moderated by MPL staff, and MPL reserves the right to not post or to remove comments that are unlawful or off topic as determined in its sole discretion, including, but not limited to:
  - Plagiarized material
  - Copyright violations
  - Commercial material/spam/unauthorized advertisements, business promotions, and/or political advertisements.
  - Duplicate posts from the same individual
  - Comments containing sexually explicit language or images, or statements that ridicule, malign, disparage, or otherwise express bias against any race, religion, gender, sexual orientation, or other class of individuals
  - Personal comments about individuals, including attacks, insults, or threatening language
  - Images, executable programs, or any non-textual content
2. Users who violate these terms will be notified privately and their post will be deleted. After 2 or more occasions the user may be banned from making further postings. The user may appeal the ban within 30 days in writing to the Library Board of Trustees, who then have 30 days to affirm or reverse the decision.
3. Users are urged to protect their privacy. Users should not post personally identifying information, including, but not limited to: school, age, phone number, address, and library account number. Comments containing such information shall be edited or removed.