

## Somers Library Code of Conduct

The Library Code of Conduct has been written and approved by the Somers Library Director and Board of Trustees so that a level of mutual respect can be maintained and adhered to by all patrons.

- No person shall destroy, injure or deface books or any other library property and/or materials, or remove or move books, furniture, fixtures, equipment, decorations or accessories from its proper place.
- No person may abuse or threaten to abuse other patrons or Library staff members.
- No person shall engage in loud or disruptive behavior which inhibits the use of the Library by others. No person may play an audio device in the Library building without using earphones which make the sound inaudible to others. Cell phones or wireless laptop computers shall not be used to receive or make telephone calls or for video conferencing. Disruptive behavior is generally defined as “any patron behavior that interferes with the normal operation of the library or which interferes with another patron’s ability to use the library”
- The current sign-up policy shall be adhered to for use of Library desktop computers or other equipment.
- No person shall conduct himself or herself in a violent or disorderly manner or use profane language, engage in lewd or disruptive conduct, or be found under the influence of alcohol or drugs in such a condition as to threaten the safety and rights of others
- No person shall smoke in the Library building or within 100 feet of the library as per NYS education law §235.
- No person shall consume food or an uncovered drink in the public areas of the Library except during scheduled programs. All waste shall be disposed of properly.
- No person shall obtain, or attempt to obtain, signatures to a petition, or conduct surveys or investigations, or distribute printed material without the express permission of the Director or their designee. No posters, flyers, or other forms of materials may be posted without the express permission of the Director or their designee. Solicitations for any purpose such as the selling of tickets, magazines, or merchandise are prohibited in the Library building, except for on-going book sales and other fund raising events conducted by the Library or the Friends of the Library. This includes soliciting or providing fee-based services, including tutoring.
- No person shall bring animals into the building except for service animals, dogs used by law enforcement agencies, or any other animals used in library programming. Emotional support animals are not considered by the ADA to be service animals, and are not allowed.
- No person shall refuse to obey the request of any Library employee regarding these or other rules, which are available from the Director. Somers Library Staff On Duty Are Authorized To Ask Patrons Who Violate These Regulations To Immediately Leave The Library. Repeated Violations Of These Rules May Result In The Violator Being Banned From The Library. Any person banned from the Library has the right to appeal by requesting a hearing before the Library Board of Trustees, provided such hearing is requested by written notice no later than five days after such person have been notified that he or she has been banned from the Library.

### Unattended Children and Children’s Room Programs

- No person shall leave children under the age of 10 unsupervised. A child under 10 must be with an adult aged 16 years or older. If a child under the age of 10 years old is found unattended, the staff will attempt to locate the caregiver, if no caregiver is found the Library staff will then notify the police. Any child unaccompanied at closing time a staff member will stay with the child for a maximum of 15 minutes. After that time, and a guardian hasn’t been reached, a staff member will notify the police.
- Parents and children may be asked to leave the Library building if a child exhibits inappropriate or destructive behavior which is disturbing to other patrons. Parents or guardians are expected to look after their children while visiting the library. Staff will not assume the role of caregiver but will monitor the environment to ensure this policy.
- Children’s room and Children’s programs: The Children’s room is for children, their caregiver(s) and Library staff. The teen area is limited to teen patrons and library staff. Participation in children and teen programs at the Library is restricted to patrons in the physical age range listed for the program and to acceptable caregivers who are accompanying children.