

CCLD Patron Code of Conduct

- Engaging in conduct that disrupts or interferes with normal operation of the Library, or that disturbs staff or other Library visitors, is not allowed. Such conduct includes:
 - Harassing, threatening, loud, boisterous and disruptive behavior.
 - Using obscene or abusive language or gestures.
 - Playing audio/video equipment or operating computers or personal devices, including cell phones, so that others can hear them (please keep cell phone conversations limited to the designated areas).
 - Using a bicycle, skates, skateboard, scooter, or anything similar indoors.
- Please keep walkways clear of furniture, personal items, electric cords, and other tripping hazards.
- Damaging, defacing, or misusing any Library materials or property is not allowed. This includes disabling Library equipment, changing the hardware or software or settings on a Library computer, or using a Library computer for a purpose other than that designated by the Library. Parents / guardians of minors under age 16 found to be damaging materials or property will be contacted.
- Engaging in any activity in violation of federal, state, local, or other applicable law or Library policies is not allowed.
- Smoking and tobacco use of any kind, including electronic cigarettes or vaporizers, is not permitted in the library or on library property.
- Alcohol or drugs on the library premises will not be tolerated. Patrons under the influence of drugs or alcohol will be asked to leave and the authorities will be notified.
- Food containers are only permitted in the magazine/newspaper lounge of the Steele Memorial Library. Beverage containers with lids are allowed. In the branch libraries, food and beverages may be permitted at the discretion of the staff. Please keep your food and beverages away from the library's public computers (this includes beverages with lids).
- Soliciting, petitioning, canvassing and selling any goods or services is not permitted on library property.

- Patron usage of library restrooms is limited to conventional purposes. Making unreasonable use of the rest rooms, including laundering clothes and bathing is not permitted.
- Habitual sleepers, noisy sleepers, and those who are sprawled on the furniture or the floor in a manner disturbing to other patrons, will not be tolerated. Adult patrons are not permitted to sleep in or near the Youth Services Department.
- Theft of library materials and equipment or private property of staff or patrons will be handled as a legal issue.
- Patrons are required to remain in public service areas unless specifically asked and escorted into non-public areas by a staff member.
- Sexual behavior is not permitted on library property and patrons engaged in such action will be required to leave the library, and the police may be called.
- Carrying weapons of any type on library property is not allowed, except by law enforcement officers.
- With the safety of minors in mind, a responsible caregiver, age 16 or older, must accompany children age 9 and below, when they are using the library. This responsible individual must supervise, guide and control the behavior of their charges as per library policy. Library staff will contact the parents or police if this guideline is violated.
- Bringing in an animal, unless it's assisting a person with a disability, is prohibited. Only service animals serving the person for whom they are trained are allowed in the library. Animals cannot be left unattended on library property.
- Library visitors must dress appropriately (shirts, shoes, and pants please!).
- A patron may be required to leave the library if his/her personal hygiene interferes with the orderly operation of the library or with the ability of other patrons to use and enjoy the facility.

**Approved by the Chemung County Library District Board of Trustees
February 16, 2012. Revised June 19, 2014, May 19, 2016 and October 18, 2017**