George H. & Ella M.
Rodgers Memorial Library
INSPIRING IDEAS

Policy Number: 4

Policy Subject: Patron Conduct

Adopted By: Library Board of Trustees	Revision Number 1
Approval Date: March 17, 2021	Revision Date: March 17, 2021

1. **Policy**:

   To ensure George H. & Ella M. Rodgers Memorial Library, hereinafter RML, provides a safe, welcoming and enjoyable community information center where patrons can have a place to study, find cultural and recreational materials, and activities.

2. **Procedure**:

   Patrons are expected to adhere to the following general guidelines:

   - Parents/Caregiver are responsible for the safety and conduct of children in their care.
   - Patrons must behave respectfully towards RML property, staff, and other patrons.
   - Drinks must be in covered containers. Eating in RML is discouraged other than as part of an RML program.
   - Food and/or drink are not allowed around any public access computers.
   - Appropriate dress required.
   - Service animals are allowed.
   - Be mindful of others when it comes to bodily hygiene and the use of perfume.

   The following are strictly forbidden:

   - possessing a firearm on RML property
   - possessing alcohol or any illegal substance
   - being intoxicated (whether by alcohol or other mood altering drugs)
   - use of RML computers or network for illegal activity
   - violating RML's Internet Use Policy
   - smoking
   - misusing the restrooms (i.e. laundry or washing facility)
   - soliciting, selling, or begging
   - using roller skates, skateboards, or other similar devices on RML property
   - disobeying the reasonable direction of RML staff member

   Violation of Policy

Any violation of the above guidelines will be addressed by a staff member in a timely manner.

Patrons may be asked to leave the building and may be prohibited from returning for a specific amount of time as determined by the Library Director or designee. Failure to leave the building when asked will be considered trespassing, and may result in the police being contacted. Patrons who engage in illegal behaviour will be reported to the appropriate legal authority.

Harassment

Harassment is defined as any action taken, or situation created, that produces psychological or physical discomfort, embarrassment, or ridicule. Harassment can be characterized by, but is not limited to requests for sexual contact, unwelcome physical advances, or verbal or physical conduct of a nature that is intimidating, demeaning, hostile, bullying, or offensive.

Any individual who engages in such misconduct may be subject to one or more of the following remedies: being banned from RML, court proceedings, fine, or jail sentence. The Library Board of Trustees shall pursue prosecution to the fullest extent of the law.