# ACCEPTABLE BEHAVIOR POLICY

Library trustees may make all necessary rules and regulations pertaining to the use and management of the library building as are not inconsistent with state law.

The public library building should offer to the community a compelling invitation to enter, read, look, listen, and learn. The convenience and comfort of the public should be given primary consideration.

## Rules of Conduct

The Library is intended to be an inviting, comfortable, clean, and safe place for reading, selecting materials, studying, writing, using computers, and attending Library-authorized programs and meetings. Library users should conduct themselves in a manner that respects other users and staff. Behaviors that infringe upon the rights of library users or staff are prohibited. These regulations are established to provide everyone with an equal opportunity to use the facilities.

**The following conduct is specifically prohibited:**

- Destroying or damaging any library materials, equipment or facilities
- Vandalism of library property
- Unsanitary habits which create unclean or unsanitary conditions within the library building
- Smoking (both cigarettes and e-cigarettes or vapor products) in the library building or within 20 ft of any entrance
- Refusal to leave library building at designated closing times or when requested by library staff
- Verbally, physically or sexually threatening or harassing other users, volunteers, or staff, including stalking, staring, lurking, bullying, obscene language, offensive touching, and obscene acts such as sex acts and indecent exposure.
- Excessive or disruptive noise and/or disturbances that infringes on others' rights or interferes with others' use of the library
- Running, roughhousing, pushing, shoving, or throwing things in the building
- Possessing, using, or being under the influence of alcohol or controlled substances

**The following actions are examples, but not a complete list, of conduct <u>not allowed</u> on Library property:**

- Failing to comply with a staff request

- Stealing, damaging, altering, or inappropriate use of property, furniture, or equipment
- Fighting or challenging to fight any person
- Recording, filming or photographing inside the Library in a way that infringes on the privacy of other Library users or staff
- Engaging in conduct or group activities that are disruptive to the Library environment
- Lying down or sleeping
- Blocking aisles, exits, or entrances
- Discriminating against or harassing users, volunteers, or staff based on race, color, national origin, ancestry, creed, religion, sex, disability or any other protected class
- Selling and/or soliciting for money or items or services, except as authorized by the Library Director
- Trespassing in non-public areas, being in the Library without permission of an authorized Library employee before or after Library operating hours, or camping on Library grounds
- Using restroom facilities for purposes other than which they are intended
- Entering or being in the Library with inadequate clothing or hygiene, or being otherwise attired so as to be disruptive to the Library environment
- Carrying firearms and dangerous weapons of any type, unless otherwise authorized by law
- Leaving packages, backpacks, luggage, or any other personal items unattended (Library staff will not store these items for Library users. Unattended items are subject to immediate confiscation.)
- Concealing, placing collection items in personal bags or removing any Library property from the premises without completing the check-out process or without authorization of the Library Director (All bags large enough to hold library materials are subject to search.)
- Using wheeled devices in the Library or in prohibited areas and on Library grounds, except as authorized by law (This rule is not intended to apply to any assistive mobility devices used as intended by Library visitors.)
- Bringing pets or animals, other than service animals trained for disabilities, into the Library, except as authorized by the Library Director

- Engaging in any activity in violation of federal, state, local, or other applicable law or Library policy

**Children in the Library**
For the safety and comfort of children, parents or responsible caregivers should be with their child/children while in the Library. Supervision of children is the responsibility of parents. The Library is not a substitute for child care services.

Children using the Library on their own must follow the Library Rules of Conduct. Children behaving inappropriately may be required to leave. Children must be able to self-manage while using the Library. In the case of unacceptable behavior by minor children, parents will be notified of their behavior.

**Library Children's Areas**

Children's areas at the library are intended for use by children, their parents or caregivers, and other adults accessing materials in the children's collection.

Children's areas may not be used by adults as a general reading room. Adults unaccompanied by children and not actively using children's library materials or resources may be asked to use other areas of the Library.

**Food and Beverage**s
The North Sioux City Community Library food and beverage policy has been created to achieve a balance between comfort for our patrons and the need to ensure maximum value of our collections, equipment, and furnishings. In order to preserve and protect our library resources, patrons are expected to be responsible and maintain our library's appearance by following these simple guidelines:

- Properly dispose and remove any traces of personal trash, food, and drinks.
- Please consume food items within the study room or community room when possible.
- Food and drink must stay at tables and not go into the library stacks.
- Beverage containers must have secure tops or lids.
- Use extra care when consuming food and drink.
- Food and drink are not permitted while using the public patron computers.
- Alert library staff to any spills or messes so the area can be cleaned promptly.

**Compliance Required**

The requirements of the Acceptable Behavior policy and these rules are intended to ensure that all Library users may enjoy good service in pleasant surroundings. Enforcement of these rules will be conducted in a fair and reasonable manner. Library staff and/or law enforcement are authorized to enforce this policy and these rules.

Failure to comply with the Library's established rules and policies could result in removal from the premises and exclusion from the Library for a period of time or in the case of any violation of the law arrest and prosecution. Violations could also result in the restriction and/or termination of Library privileges, including the use of Library materials, computers and other equipment. A person who continually violates library policies may be barred from the use of library facilities for a period of time or a permanent ban.

Individual users subject to discipline have the right to request an administrative review of an exclusion order or other limitation that is for a period more than two weeks.

Effective 8/13/2025

Adopted by the North Sioux City Library Board of Trustees on 8/12/2025