

## Hopkinton Town Library

### **BEHAVIOR POLICY**

The Hopkinton Town Library is committed to providing library patrons with a safe and comfortable facility in which to read, browse, do research, study, and attend programs. With this in mind, acceptable behavior within the library includes quiet conversation between patrons and/or staff members or conversation required to carry on library programs or business. The library endeavors to preserve a reasonably quiet atmosphere in which patrons may use library services and materials without disturbance. At the discretion of library staff, group activity that creates enough noise to disrupt others may be directed to one of the facility's community rooms.

Unacceptable behavior includes any activity that disturbs other patrons, interferes with library operations, damages the building, property or furnishings, and any other activity generally considered inappropriate in a public place.

To ensure the safety and comfort of library staff and patrons, and to maintain order in the library, the following actions are specifically not permitted:

- Eating, except in the kitchen or community room. (Beverages in closed containers are permitted.)
- Using a cell phone or mobile device in a way that disturbs others.
- Using or being under the influence of alcohol or illegal drugs.
- Using tobacco (smoking or chewing) or e-cigarettes.
- Exhibiting any instrument in a threatening manner.
- Using loud or abusive language.
- Soliciting, surveying, or canvassing (for petitions, nominations, or other purposes) without the authorization of library staff.
- Bringing animals into the building other than service animals or animals used in library programming.

Library staff will enforce this policy so that the facility may be used to the fullest by all patrons. The library reserves the right to revoke or restrict library privileges for behavior contrary to this policy. In cases where voluntary compliance does not occur, the police may be called for assistance. Habitual abusers of this policy may be banned from the premises. Questions regarding the interpretation of this policy may be referred to the Library Director or library staff member in charge.

Approved by the Hopkinton Town Library Board of Trustees 11/2019