

FOX LAKE PUBLIC LIBRARY DISTRICT (of Lake and McHenry County)
LIBRARY POLICY MANUAL

2 LIBRARY FACILITIES POLICY

2.14 *PATRON CONDUCT*

The library is dedicated to:

- a. Providing access to knowledge and information through reading, writing, and quiet contemplation.
- b. Providing patrons the right to use materials and services without being disturbed or impeded.
- c. Providing patrons and employees a secure and comfortable environment.

The Public Library District Act authorizes the Board of Library Trustees (the Board) to establish rules and regulations for use of District property and Board authority to ban person/s who fail to follow such rules and regulations.

The Board establishes the following patron conduct policy:

1. A patron of any age who is talking loudly enough to disturb other patrons, or is engaging in any activity which disturbs other patrons or staff, or is damaging library materials or facilities, will be asked to display their library card or other form of identification and desist from such activity immediately.
2. Such instances involving minors will be reported in writing to the parent or guardian.
3. If the patron refuses to comply, or responds to the request in an abusive fashion, the patron will be required to leave the library premises immediately for the balance of that day. If the patron fails to do so, the police will be summoned.
4. Library staff will record instances in which patrons are required to leave the library. Upon the third instance in which a patron is required to leave the library premises, the Director shall bar the patron from use of the library for a period of thirty days.
5. Parents or guardians of minors will be notified in writing after the first recorded instance in which a minor is required to leave the library and advised of the consequences of any further instances.

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6. If a patron's behavior is deemed egregious, or if a patron persists in abusive conduct or disruptive behavior following a period of exclusion, the Director shall report such conduct to the Board for consideration of a long-term exclusion of the patron.
7. Persons wishing to appeal such action may submit a written request to the Board.