

Town of Indian Lake Library Patron Code of Conduct

The goal of the library's code of conduct is to ensure that the library is a friendly, safe, and clean place for our entire community to enjoy. Your cooperation by observing the following is greatly appreciated by our staff, patrons, and visitors.

- Enjoy and learn from your visit to the library.
- Help us protect the public property in our charge.
- Please respect the rights of all library users to privacy, and a quiet place to read and study.
- Help us protect and maintain the safety and comfort of library users and staff members.

Those in violation of library policies may be required to leave the premises. The following policies are to be observed by all library visitors:

- For your safety, shirts and shoes are required.
- Smoking or vaping is not permitted on library premises. NYS law prohibits smoking within 100 ft. of public library property.
- Snacks and beverages may be enjoyed outside of the library building.
- Dispose of litter in appropriate receptacles prior to entering from the lobby; please pack out any litter after using the gazebo or outside seating. While inside the library please use the trash receptacles to dispose of litter.
- Please clean up accidental messes and report spills immediately. Accidents happen, and the Library staff is here to help you.
- Only service animals, such as guide, hearing, or service dogs, are allowed in the building. Animals on library property must be attended at all times. Animal waste must be collected and disposed of by owners while on the library grounds.
- Flyers may be displayed only on the bulletin boards on either side of the north facing front window of the library lobby. The large bulletin board is for library use only.

Behaviors that interfere with normal library operations, compromise safety or security, or prevent others from using or enjoying library services are prohibited.

Following are some examples of unacceptable behavior:

- Excessive noise or conversation (*including use of cell phones or other electronic devices*) that disturb other library users.
- Sleeping in the library.

- Placing feet on library furniture, shelving, or walls.
- Spreading personal belongings out on library floor or tabletops in an excessive manner. Belongings must stay with visitors while in the library. The Library assumes no responsibility for lost, unattended, or stolen items.
- Bringing shopping carts, bicycles, or bulky personal belongings into the library building.
- Biking or skating on library walkways or in its parking area.
- Handing out unsolicited literature or petitioning on library premises.
- Damaging library property; whether inside or outside the library building.
- Leaving trash inside or outside of the Library building without properly placing in a waste receptacle.
- Exhibiting threatening behavior or language toward library visitors or staff members.

Children are welcomed and encouraged to visit and enjoy the Indian Lake Library. All children must adhere to the following:

1. All children 8 years old and younger shall be at all times accompanied by a parent or caregiver who is at least 12 years of age. Adequate supervision requires that the responsible person be in close proximity or in sight of the child.
2. Children 12 years old and older may use the library unattended, subject to the general library rules and this code of conduct.

In Conclusion

The Library is meant to be a safe, friendly place visitors and patrons can use and enjoy. Those who do not adhere to the Library Code of Conduct will be required to leave its premises and may also lose Library privileges temporarily or permanently at the discretion of the Library Board of Trustees.

We thank you for observing our Code of Conduct and your part in keeping the Library a welcoming place to pursue knowledge and entertainment in our community.

Reviewed and Approved by Library Trustees February 16, 2023