

Code of Conduct

The Flagler County Public Library encourages people of all ages to visit the library and utilize its resources in a safe and comfortable environment that is appropriate to the mission of the library. The library's mission is to "provide materials and services to help citizens meet leisure-reading, personal, educational and professional needs." The Flagler County Public Library's Code of Conduct is designed to foster an atmosphere conducive to meeting these needs and as such, certain patron conduct becomes inappropriate when it interferes with these goals. Examples of inappropriate behavior include but are not limited to the following:

- Abuse, vandalism, theft or destruction of the Flagler County Public Library's property.
- Bringing animals, *except service animals for disabled persons or the Ambassador Dogs for the Paws to Read Program*, into the building.
- Possessing firearms or weapons on library property, except as authorized by law.
- Eating and/or drinking outside of designated areas.
- Entering staff areas of the facility without being accompanied by a member of the staff.
- Entering the children's department unless accompanied by a child, or requiring access to children's material.
- Bullying, fighting, physical and/or verbal abuse, harassment or threatening behavior to children, patrons and/or staff.
- Inappropriate displays of public affection.
- Intoxication or the possession of any illegal substances.
- Lewd and/or lascivious acts as defined by federal, state and local law.
- Blocking the library entrance or interfering with pedestrian traffic thereby creating a nuisance to those who are trying to enter or exit the building or to use library resources.
- Sleeping other than the occasional study induced nap.
- Noise - loud, unruly, offensive and/or disruptive behavior. Conversations must be low enough that other library users are not disturbed.
- Use of personal electronic equipment must be kept at a low volume enough that other library users are not disturbed.
- Cell phones must be on silent or vibrate at all times and use is strictly prohibited during library programs.
- Patrons are required to wear shirts and shoes at all times while in the library. Bathing suits are not permitted.
- Roller skating, bicycling, skateboarding and/or other similar devices must not be used on library property.
- Running, throwing, playing and/or other forms of physical activity inappropriate in a library setting.
- Smoking and/or other tobacco use within the building is strictly prohibited. Smoking may occur only in designated smoking areas on library property. All other areas including entrances, exits, and sidewalks are smoke-free.
- Unreasonable use of rest rooms, including laundering, bathing, shaving, etc.
- Violations of the Flagler County *Internet Access Policy*.
- Violations of the Flagler County *Safe Child Policy*.

The above Code of Conduct is not intended to be a complete list of violations, but is intended for guidance only. The Library Director, Staff or Library Board reserve the right to take appropriate action against any other behavior which can reasonably be deemed to be offensive or disturbing to patrons or staff.

The primary responsibility for insuring compliance with this Code of Conduct rests with the library staff. They are authorized to expel any person who, when advised of the above rules, fails to comply. Staff is also authorized to contact local police, if necessary. Serious activity violations or illegal activity will result in suspension of library privileges and Notice of Trespass.

People who receive a notice that restricts future access to the library may request a hearing. The request must be made in writing within 48 hours of the notice. The Library Director will conduct an informal hearing with all parties involved. At the conclusion, the Director may affirm, modify or cause the notice to be canceled. An appeal of the Director's decision may be made to the Library Board of Trustees.

Revised and approved by the Library Board of Trustees: February 2018