

## Rolla Public Library

### Appropriate use of the Rolla Public Library

Adopted May 2018

The Rolla Public Library will provide resources and information services that support and improve individual, family, and community life.

#### **Rules Governing Patron Use of the Rolla Public Library**

The revised Missouri Statutes (RSMo) 182.230 (1986) provides that every library and reading room:

... shall be forever free to use of the inhabitants of the city where located, always subject to such reasonable rules and regulations as a library board may adopt in order to render the use of the library and reading room of the greatest benefit to the greatest number.

The library may exclude of the use of the library and reading room any and all persons who willfully violate such rules. Such exclusion shall occur on the orders of the Director or his/her designee. In this document, "withholding of library privileges" is defined as the loss of either some library privileges, such as "computer use," or all library privileges. Depending on the degree of offense, the Director will have discretion as to the type and length of loss of privileges. The Director of the Rolla Public Library will notify patrons whose library privileges have been revoked by means of written correspondence via certified mail to the involved patron's last known address. Persons in apparent violation of federal, state, or local law are to be reported to the police by the Rolla Public Library Director, or in his/her absence, by the highest ranking staff member present. Legal action may be taken by the Library through the filing of a criminal complaint.

#### **The laws and ordinances that follow are cited only as examples:**

- A.** The Missouri Statutes on Arson (569.040.050), Assault (565.050.070), Robbery (569.020 and .030), Stealing (570.030), Library Theft (570.210), Indecent Exposure (566.130), Violation of the Missouri Controlled Substances Laws (195.202), Tampering and Endangerment of Property (569.080-090), Tampering with Intellectual Property (596.095), Unlawful Use of Weapons (571.030), and Peace Disturbance (574.010), Harassment (565.090), Felonious Restraint (565.120), False Imprisonment (565.130), Child Abduction (565.156), Stalking (565.225), Child Abuse (568.060), Promoting Obscenity (573.020), and Child Pornography (575.025 and .035-040) apply to behavior in the Library. Public libraries must comply with the requirements of the Children's Internet Protection Act (CIPA) RSMo 182.825 and RSMo 182.827.
- B.** The City of Rolla Ordinances prohibiting Assault and Battery (Ord. 51, 1; Ord. 2623), 1). Disturbing the peace; disorderly conduct (Ord. 2216, 2-7; Ord. 3149, 2 & 3), Intoxication in public; disturbance of the peace (Ord. 2001, 1), Public or private property-injuring, destroying, prohibited (Ord. 2025, 1), Smoking in public buildings owned and operated by the city (Ord.

2669 1-4). Stealing money or property (Ord. 2208, 1.), Vagrancy (Ord. 70, 1) (Repealed by Ord. 3877, 1) apply to behavior in the library.

**These rules are established in order to maintain a safe environment for the Library users and staff.**

Any person who violates any federal or state statutes or local ordinances, or who engages in any conduct which is reasonably found to be disruptive of, or dangerous to, library users or staff, while on any Rolla Public Library premises, will be regarded as being in violation of these rules. In addition, any person who engages in any conduct which is not in furtherance of Rolla Public Library goals to protect Library users' or staff members' rights to (1) access to the Library facilities and materials, (2) safety, (3) engage in reasonably peaceful enjoyment of Library facilities and materials, (4) one's health and welfare, (5) a safe and reasonable environment for use of Library facilities, or (6) an environment which is reasonably required in order for all Library users and staff members to have appropriate and peaceful use of the Library's facilities and materials, shall be deemed to be in violation of these rules. Conduct which shall be in violation of these rules shall include by way of illustration and not limitation, the following and no person shall on the premises of any Rolla Public Library facility engage in any of the following conduct:

**On Library premises, no person shall engage in:**

1. The commission of any assault or an assault and battery upon any person;
2. Any fight;
3. The commission of any offense of stealing or larceny, or of stealing and taking, without permission of any property that is not the person's own property, including, but not limited to, property of the Rolla Public Library, property of any Library facility, property of any patron of the Library, or property of any staff member of the Library (with the term "Property" including both funds and property of any kind);
4. Possessing on the Library premises a knife, or any other weapon of any kind, unless authorized by law;
5. Destroying, damaging, or defacing any property of a Rolla Public Library facility of any Rolla Public Library property or property of any other person;
6. Any indecent, obscene or obviously obnoxious conduct or making any indecent exposure of one's person;
7. The misusing, giving away, possessing, passing to another or selling of any controlled substance; provided that, use of a controlled substance which is authorized by a healthcare practitioner's prescription, in accordance with such prescription, shall be permitted;
8. Remaining in or refusing to vacate a Library facility after regular closing hours;
9. Soliciting or accosting, or attempting to solicit or accost, and other person on Library premises for the purposes of inducing participation in any act of prostitution or any lewd or lascivious act;
10. Any lewd or lascivious activity;
11. The harassing of any other person, verbally or non-verbally, or by conduct, contact, or gesture, with the term "harass" being defined as any verbal or non-verbal communication or any conduct, which would reasonably be perceived by another person as being frightening to such person, embarrassing to such person, or as being conduct which would reasonably anger another person who is the object of such communication or conduct. ("Harass" shall further include any communication, verbal or non-verbal, or conduct, which the person accused should have reason to know is likely to produce fear, embarrassment, or anger in the person or persons towards whom the communication or conduct is directed, or who is (are) in the presence of such conduct or communication, and shall further include any verbal

communication which, by its very utterance, inflicts physical or emotional injury, or would tend to incite an immediate breach of verbal communication which, by its very utterance, inflicts physical or emotional injury or would tend to incite an immediate breach of the peace);

12. Any sexual harassment of any persons on Library premises;
13. Loitering on Library premises under circumstances which would reasonably warrant alarm for the safety or health of any person or property in the vicinity of the Library premises or on the Library premises, or under circumstances which in any manner interferes with regular Library activities;
14. Being a person or being included in a group of persons who engage in activities, gestures, conduct, or communications which is threatening or otherwise menacing to persons on or within a Library facility or within the areas of such facility;
15. Consuming and/or possessing alcoholic beverages or other intoxicants on Library premises;
16. Being impaired or intoxicated on Library premises by the use of any controlled substances or alcohol;
17. Summoning to Library premises, without good cause or reason by telephone, or otherwise, the police department, and law enforcement authorities, the fire department, or any public or private ambulance;
18. Exhibiting on Library premises poor personal hygiene, which is offensive to others or to which reasonably would be offensive to others;
19. Failing to wear, on Library premises, appropriate clothing, including, but not limited to shirts and shoes, as shirts and shoes are required;
20. Smoking on Library premises, except in outside areas that are designated for smoking;
21. Consuming and/or possessing food or beverages, unless in conjunction with a Library event, within the Library building;
22. Using bicycles, roller-skates, roller blades, scooters, or skateboards in a Library or on Library premises;
23. Failing to leave roller-skates, roller blades, skateboards, basketballs, or other sports equipment at the first service desk upon entrance to the building;
24. Bringing an animal into any Library building except for an animal assisting a person with disabilities or an animal that is used as part of a Library program;
25. Bringing a bicycle into any Library building;
26. Campaigning on Library premises for any candidate for public office or for any public issue or any issue of other than discussions or programs held in library meeting rooms which comply with the meeting room policy;
27. Selling or soliciting for sale any goods or services on Library premises, unless approved by the Director;
28. Gathering together as a group so that access to Library facilities by patrons or staff is blocked or disrupted;
29. Making noise or behaving in such a way that disrupts Library services or operations, or the reasonably peaceful use of Library facilities by any Library patrons;
30. Gaming activities or gambling on the premises of any Library facility
31. Creating an unreasonable disturbance that interferes with the activities of any Library patron or staff member, including making of any such disturbance through the use of photography, film, or television equipment;
32. Conducting media interviews upon Library premises without the permission of the Director or the Director's designee;
33. Being present in Library offices or other non-public areas without permission, unless accompanied by a Library staff member, or pursuant to a prior arrangement with the Director or designated staff;
34. Persisting in disturbing the public peace by loud or aggressive conduct or by talking, singing, or making any loud or boisterous sound with a volume that is louder than the general noise level of the surrounding areas at the time, provided that this policy shall not prohibit quiet conversation between patrons and/or

staff members or those conversations which or reasonably required to carry out Library programs or business;

35. Using foul or abusive language;
36. Using or operating audio equipment (including radios, CD players, boom boxes, disc players, televisions, tape recorders, video games, electronic games, and any similar audio equipment) without earphones or headsets, or in any manner such that people can hear the noise or sound from two or more feet away;
37. Sleeping in the Library or on any Library premises or within any Library facility for any extended period of time;
38. Using Library furniture or other property in any reasonably inappropriate fashion;
39. Using any Library workstation or any part of the Library premises or any part of the premises of any Library facility for illegal or criminal purposes;
40. Using Library facility computers without following the guidelines for use of such computers;
41. Using any Library facility as a substitute for childcare; it being understood that parents shall not leave minor children, under the age of 12, unsupervised by a responsible adult at any Library facility on a regular basis;
42. Roaming or spending time in the Library without having an appropriate focus (such as reading, using a computer, studying, meeting, etc.) for the Library visit.
43. Cell phones should be turned to silent while in the Library. If a call is received, please go into foyer or outside to talk so as not to disturb the Library patrons.
44. Possessing bags and/or personal items that will impede walkways or take up additional seating. Unattended bags will be disposed of promptly.
45. Possessing bedding, pillows or sleeping bags (to prevent the spread of vermin).
46. Loitering in the Children's Wing without a valid reason. Valid reasons include accompanying a child, a parent or teacher picking up materials for children, or passing through to the meeting room for a scheduled meeting or activity or to enter or exit the building.
47. Attending children's focused programming not accompanying a child or with prior approval.
48. Displaying or consuming prescription or non-prescription medications or displaying or using any illegal drugs.

These examples of conduct which are a violation of these Rules for Behavior are examples only and are not intended to be all inclusive or to be exclusive of other conduct or actions which would reasonably be found to be damaging to the maintenance of a safe and reasonably peaceable environment at all Rolla Public Library Facilities, where such environment is required for the appropriate use of Library facilities and materials by Library patrons and for the proper carrying out by Library staff of their duties and obligations. The definition of "facilities" includes any and all property owned by the Rolla Public Library.

### **Unattended Children**

The Rolla Public Library is dedicated to providing a welcoming and safe environment for patrons of all ages. Sharing the environment with other people requires that everyone follow The Library Code of Conduct established by the Library Board of Trustees and posted in each Library building and on the Library website.

The Rolla Public Library encourages children to use its facilities and services. Children in the Library must always be accompanied by a parent/guardian or assigned caregiver that is at least sixteen years of age. The safety of children left alone in a Library building is a serious concern of the Library staff. The responsibility for the safety and behavior of children in the Library rests with the parents/caregiver and not with the Library personnel. Library employees cannot be responsible for children who are unattended or demonstrating inappropriate behavior. The following guidelines will be followed concerning the care and behavior of young Library users.

**Children under the age of 8** must have a parent/caregiver in the immediate vicinity of and in visual contact with the child. **Children under the age of 12** must be accompanied by an adult at all times. The assigned caregiver must be a responsible person and must carry emergency contact information. An exception would be children attending a library program without a parent/caregiver in the room. However, the parent/caregiver is expected to remain in the Library building and immediately join the child at the end of the program.

If a child in the age group is found unattended, Library staff will attempt to locate the parent/caregiver in the library and inform him/her of the rules. If the parent/caregiver cannot be found, or if the child is found unattended again, the police will be called for assistance.