



RULES OF CONDUCT

In order to provide a safe and appropriate environment within the library, which facilitates the use of the library's resources and services and protects library property, it is necessary for basic rules of courtesy and responsibility to be followed by library users of all ages.

The following behaviors will result in eviction from the library building and/or suspension of library privileges:

- **ASSAULT (VERBAL AND/OR PHYSICAL).**
- **DEFACING AND/OR DESTROYING LIBRARY OR LIBRARY USER PROPERTY (VANDALISM).**
- **THEFT OF LIBRARY PROPERTY AND/OR LIBRARY USER PROPERTY.**
- **CREATING EXCESSIVE/DISRUPTIVE NOISE.**
- **BEHAVIOR THAT UNREASONABLY DISTURBS ANOTHER INDIVIDUAL, INCLUDING BUT NOT LIMITED TO PHOTOGRAPHING, VIDEO OR AUDIO RECORDING, OR STALKING/STARING OTHER LIBRARY PATRONS OR LIBRARY STAFF.** (If a violation is severely sufficient, as determined by Library staff, the Library has the right to treat the conduct as a violation of public safety)
- **LOITERING.**
- **USE OF PROFANITY OR OFFENSIVE/ABUSIVE LANGUAGE.**
- **TRESPASSING.** (Remaining in the building when asked to leave or attempting to enter the building when under suspension of library privileges)
- **LEAVING CHILDREN UNDER ELEVEN (11) YEARS OF AGE WITHOUT DIRECT SUPERVISION.** (Per West Bloomfield Township Code Ordinances Chapter 15, Article III, Section 15 – 56, Abandonment of Children)
- **UNAUTHORIZED USE OF THE COMPUTER NETWORK.** (Failure to comply with the Library's Access to Electronic Information Policy)
- **UNAUTHORIZED USE OF LIBRARY FACILITIES.** (Such as engaging in commercial/for-profit/fundraising activities on library property or soliciting, conducting surveys, petitioning, canvassing, gambling and distributing or posting materials not authorized by the library within the building)
- **CONSUMING FOOD ANYWHERE IN THE BUILDING.**
- **CONSUMING BEVERAGES IN THE BUILDING WHILE USING/SEATED AT A LIBRARY COMPUTER OR TABLET.** (Beverages may be consumed in all other locations within the building but must be in covered containers.)
- **SMOKING/VAPING OF ANY TYPE, INCLUDING ELECTRONIC CIGARETTES, ANYWHERE IN THE BUILDING, ON THE TERRACES, UNDER THE COVERED WALKWAYS OR WITHIN 30 FEET IN ANY DIRECTION OF ANY ENTRANCE.**
- **POSSESSION OR USE OF TOBACCO OR ELECTRONIC CIGARETTES ANYWHERE ON LIBRARY PROPERTY BY A MINOR.** (Per West Bloomfield Township Code Ordinances Chapter 15, Article VII, Division 3, Section 15 – 240, Use or possession of tobacco, vapor and alternative nicotine delivery products by minors)
- **NOT WEARING SHOES IN THE BUILDING.**
- **SLEEPING**
- **BRINGING ANIMALS INTO THE BUILDING.** (Except service animals as permitted under the Americans with Disabilities Act)
- **DISRUPTIVE USE OF CELL PHONES OR OTHER ELECTRONIC EQUIPMENT ON LIBRARY PROPERTY. CELL PHONE USE IS PERMITTED ONLY IN THE CASUAL STUDY AND LOBBY AREA AT THE MAIN LIBRARY, THE VESTIBULE AREA AT THE WESTACRES BRANCH AND THE YOUTH ACTIVITY CENTER AT BOTH FACILITIES WHEN A PROGRAM IS NOT IN SESSION.** (Users are required to move to a designated area when using a cell phone. Audible cell phone ringers must be turned off at all times while in the building. Patrons who engage in the disruptive use of cell phones, video recording devices, or other electronic equipment will be required to vacate library facility property.)
- **RUNNING, PUSHING, SHOVING, FIGHTING (WHETHER REAL OR PRETEND)**
- **NO WEAPONS, EXCEPT THOSE PERMITTED BY LAW**
- **GATHERING SOCIALLY IN A DISRUPTIVE MANNER IN THE BUILDING AND ON LIBRARY PROPERTY**
- **ACTING IN A CONFRONTATIONAL, BELLIGERENT AND/OR INTIMIDATING MANNER WITH LIBRARY STAFF AND/OR OTHER LIBRARY USERS**
- **FAILURE TO FOLLOW A STAFF MEMBER'S DIRECTIONS AND/OR REQUEST**
- **POSSESSING, SELLING, DISTRIBUTING, CONSUMING OR BEING UNDER THE INFLUENCE OF ANY ALCOHOLIC BEVERAGE OR CONTROLLED SUBSTANCE**
- **INAPPROPRIATE USE OF TUTORIAL AND GROUP STUDY ROOMS** (Failure to comply with the Library's Tutorial Room/Group Study Room Usage Policy and Guidelines)
- **FAILURE TO FOLLOW ANY ORDERS RELATED TO THE COVID-19 PANDEMIC ISSUED BY THE STATE AND COUNTY AS THEY PERTAIN TO THE USE OF THE LIBRARY.** (The behaviors required by any orders, which will also be required by the Library, will be posted at all entrances and throughout the Library where the Rules of Conduct are posted.)
- **FAILURE TO FOLLOW REQUIRED BEHAVIORS FOR PHASE 3 OF THE LIBRARY'S GRADUAL PHASE-IN OF SERVICE UNDER THE COVID-19 PANDEMIC:**
 - Users aged two and older are required to wear a face mask covering the nose and mouth per CDC guidelines. Users who cannot wear a face mask for medical or any other reason are encouraged to use Parking Lot Pick-Up or the Main Library's Drive-Up Window.
 - Users, not of the same household, must maintain distancing of 6 feet or more.
 - Users experiencing any COVID-19 related symptoms should not enter the Library.
 - Users should limit time in the Library to around 45 minutes during Phase 3.
 - Users may need to wait to enter the facility should any required capacity limit be exceeded.

Library security monitors, staff and the West Bloomfield Township Police Department enforce these rules. Actions that violate federal, state or local law will be prosecuted.

Library user identification, that is, name, address and telephone number may be requested.

An individual, or a group of individuals that has been warned of disruptive behavior and/or excessive noise and continues to exhibit the behavior will be asked to leave the facility. Repeated disruptive behavior and/or other violations of the Library's Rules of Conduct will result in the permanent suspension of library privileges.

Adopted by the Library Board of Trustees March 17, 2021.