

## **Salida Regional Library BEHAVIOR POLICY**

A comfortable environment for everyone to safely and freely enjoy the Salida Regional Library (Library) is a leading community value, and is a shared responsibility of the staff, visiting patrons, and local law enforcement.

All persons at the Library are expected to observe the laws of Colorado, including criminal statutes pertaining to Disorderly Conduct, Trespass and Interference at Public Buildings, Disrupting Lawful Assembly, and Harassment.

Section 18-9-117, Colorado Revised Statutes, Unlawful Conduct on Public Property, authorizes state entities to establish additional limitations and prohibitions regulating behavior on public property.

Pursuant to that authority, the Library adopts the following rules:

### **BEHAVIOR AT THE LIBRARY**

**When you enter the Library, you make a commitment to act courteously toward all other persons, to act respectfully with regard to the property of the Library, other patrons and staff, to follow the policies and rules of this facility, and not to cause a disturbance that interrupts the use of the Library by others as a place to peacefully gather, learn and grow. By way of illustrating this standard of conduct, the following activities are prohibited at the Library:**

- **Engaging in any behavior that constitutes a crime.**
- **Doing anything that could result in injury to yourself or others.**
- **Damaging property of the Library or of other patrons.**
- **Infringing on the right of others to use the Library peacefully.**
- **Harassing or intimidating patrons or staff members.**
- **Engaging in rowdy behavior or loud or prolonged conversations or laughter, including use of cell phones, which can be heard by others.**
- **Using electronic devices with volume or ring tone loud enough to disturb others.**
- **Bringing animals into the Library except for Service Animals as defined by Colorado Law.**
- **Loitering, soliciting or selling items without Library consent.**
- **Making disturbing noises, including loud or prolonged crying.**
- **Using Library or personal computers or other electronic devices to view pornographic material.**
- **Personal hygiene that interferes with the use and enjoyment of the library by other library patrons or with the functioning of the library, including, but not limited to clothing odor, body odor, and overall cleanliness.**
- **Bringing or consuming food or uncovered beverages in the Library except where and when specifically allowed.**
- **Using skateboards, scooters, bicycles, and the like on Library property (except to access parking on the property).**
- **Smoking or using smokeless tobacco or devices within the Library, or outside within 20 feet of the entrance.**
- **All personal items, including but not limited to backpacks, duffle bags, luggage, totes, etc., must stay with the patron at all times. Any such item left in the library unattended, whose owner cannot be easily identified and contacted, will be placed outside for safety reasons. Items recovered will be placed in the outdoor lost-and-found bin for one week and if not claimed will be removed to the landfill. Items brought into the library may not infringe on other patrons' use of the library, i.e. block walkways or access to materials.**

**Parents or guardians are responsible to see that their children observe these rules.**

**The Library staff will ask people who do not behave in accordance with these standards to correct their behavior or to leave the Library. The Library may request the police to assist with people who do not comply with these rules.**

**Photographs and videos:** Library staff members may terminate any filming or photography that appears to interfere with a patron's use of the Library or the Library's ability to conduct business, or to potentially compromise public safety.

A copy of these rules will be posted at each entrance to the Library. Copies will be available for any person who asks for a copy and may be given to persons who are violating the rules.

#### NOTIFICATION & APPEALS PROCESS

Some forms of misconduct may carry a banning penalty, depending upon the frequency or severity of the incident(s). The age of the patron and any medical disabilities that play a role in the inappropriate behavior will be considered. At the recommendation of library staff, the Director will issue a letter to the patron specifying the behavior that has violated the Patron Behavior Policy and the penalty for doing so, which may include a banning from Salida Regional Library.

At the discretion of the Director, a patron may be banned from Salida Regional Library for a set period of time, if the patron's conduct is deemed an ongoing threat to library patrons or staff.

Any patron banned from Salida Regional Library may appeal once in writing to the Salida Regional Library District Board of Trustees. An appeal petition must be mailed or delivered to the Director at: Salida Regional Library: 405 E Street, Salida, CO 81201 within 15 days of the date of any action taken to ban the patron. The appeal petition must include all of the reasons the patron believes he or she is not in violation of the Patron Code of Conduct and state why the patron cannot comply with any requests of library personnel that would otherwise have allowed reinstatement of library privileges.

The Board of Trustees will issue a written determination of the appealed matter within 45 days of receipt of the petition. The Board of Trustees may uphold the ban, overturn the ban or propose an accommodation to the banned patron. The determination is final and shall have no precedential value.

**An appeal may not be repeated.**

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The Salida Regional Library **Behavior Policy** was adopted and approved by the Salida Regional Library Board of Trustees on April 26, 2016, updated March 27, 2018, reviewed March 26, 2019, February 25, 2020.