

## Behavior Policy

### **PURPOSE:**

The Albany Public Library and its facilities are to be used for library purposes in accordance with our mission to educate, entertain and empower the community. Behavior that interferes with that use or is inconsistent with that use is not permitted. This policy has been adopted for the comfort and protection of all who use library materials and services. Library staffs will courteously, but firmly, enforce this policy.

### **POLICY:**

Conduct will not be permitted if it is disruptive, disturbing, or potentially harmful to others, if it otherwise interferes with the enjoyment and use of the Library by other patrons, or if it is inconsistent with the Library's mission. This includes, but is not limited to: disorderly conduct, noise, or activity that interferes with the rights of others, whether intentional or inadvertent; physical abuse or threatening behavior or language; disobeying the directions of library staff members; or, the misuse of library materials, equipment or furnishings. Expulsion from the library and/or loss of library privileges, on a temporary or permanent basis, may result from violations of this policy.

### **Examples of Unacceptable Activities**

The following are examples of behaviors which are not permitted because they interfere with the enjoyment and use of the Library by other patrons, present a health or safety hazard, or are inconsistent with the Library's mission. This list is not exhaustive, but is provided to illustrate the types of behaviors prohibited under this policy.

- Engaging in loud, aggressive, or threatening conduct; fighting or challenging another to a fight; using profane language or obscene behavior or engaging in harassing behavior of any kind.
- Engaging in loud conversations, screaming, yelling, or making any other noise that disturbs other library users.
- Sleeping, lying down, or engaging in activities that interfere with library use. □ Gambling
- Using, distributing, or being under the influence of drugs or alcohol.

- Covered drinks are permitted in the library. Food is permitted in designated areas at each location as long as all trash from said food is deposited properly in trash receptacles.
- Using tobacco products in the library including e-cigarettes.
- Misusing or stealing library materials, equipment or computer resources.
- Tampering with, altering, editing, or damaging computer hardware and/or software.
- Entering or using the library in bare feet, or without a shirt.
- Having bodily hygiene that is so offensive as to constitute a disturbance to other patrons using the library.
- Using audio equipment including mobile devices, with or without headphones, at a volume that is audible to others.
- Using mobile phones or devices to engage in conversation in areas designated as quiet/conversation free zones. Mobile devices may be used to engage in conversation in designated areas or in the lobby or stairwells.
- Bathing or changing clothing in public restrooms.
- Engaging in any kind of sexual activity or lewd behavior, or sexually harassing any other person.
- Using bicycles, roller-blades, scooters, skateboards, or other sports equipment in the library or on library property except for transportation to or from the library or specified library programming.
- Blocking aisles or pathways so that access to library materials, equipment, or facilities.
- Entering staff areas by patrons; using meeting rooms without authorization; or improperly using stairwells, elevators, or other areas in and around library buildings.
- Carrying weapons of any kind.
- Soliciting in the library or on library property or distributing and/or posting literature that has not been approved by the Library administration.
- Bringing animals, other than guide and service animals, into the library except for designated library programming.
- Committing any act that would violate any State, Federal or local law, ordinance or regulation.
- Using any library resource, including its public access computers/wi-fi network to engage in illegal activity which violates this policy or to injure or harass another person.

### **Loss of Library Privileges**

If a patron creates a public nuisance, or violates any policy set forth herein, that patron may be restricted from the Library or from the use of the library facilities by the staff, on either a temporary or permanent basis. Those who are unwilling to leave, or who do not leave within a reasonable amount of time after being instructed to do so by the staff, may be subject to prosecution.

Any person whose library privileges have been revoked under this policy may make a written request of the Executive Director for a reinstatement of privileges. Reinstatement of privileges may be conditioned on future compliance. Reinstatement of privileges will be at the sole discretion of the Executive Director or his/her designee.

Library policies are posted on the Albany Public Library web site ([www.albanypubliclibrary.org](http://www.albanypubliclibrary.org)) and are available upon request. Requests should be directed to: Executive Director, Albany Public Library, 161 Washington Avenue, Albany, New York, 12210, (518) 427-4300.

**RESPONSIBILITY:**

All staff members are responsible for compliance with this policy. The Executive Director or his/her designee is responsible for issues regarding banning and reinstatement.

**PROCEDURE:**

As stated above.

**APPROVED/REVIEWED:**

April 2014 / Reviewed April 2016 / Revised April 2018

**REVIEW DATE:**

April 2020