

Patron Behavior Policy

Wauconda Area Public Library District

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1.0 PURPOSE

1.1 The purpose of the facilities of the Wauconda Area Library is to provide a safe and welcoming environment that encourages the use of Library services and materials to the fullest extent, and for the necessary administrative and support activities required to fulfill the mission and goals of the Library.

1.2 No person shall engage in inappropriate conduct on the premises of the Library or when using Library facilities or participating in Library programs.

1.3 Inappropriate conduct shall include any individual or group activity which is disruptive to other persons lawfully using Library facilities, materials, premises or otherwise inconsistent with activities, such as reading, studying, proper use of Library materials, and other similar conduct normally associated with a Library.

1.4 The term “premises” includes inside and outside areas of the Library property.

1.5 The term “public area” of the Library shall mean those portions of the facilities of the Wauconda Area Library that are open for public use.

1.6 The term “Library facilities” shall include both the public and non-public areas of the Library and its facilities.

2.0 RULES OF CONDUCT

2.1 The Library has the right to maintain its facility in a clean, pleasant, and safe manner. Every individual has the right to use the Library undisturbed and every Library employee has the right to work without undue interference. All Library users and employees should be free of any threat of harm, invasion of property, or gross indignity. To guarantee these rights for all persons, the following rules of conduct apply to behavior on the premises of all Library property.

3.0 INAPPROPRIATE CONDUCT

3.1 The following conduct shall be deemed “inappropriate;” such conduct is not consistent with appropriate use of Library services and includes but is not limited to:

- Sleeping
- Loitering
- Excessive and disruptive conversations/discussions
- Wearing swimwear and/or entering the library facility without a shirt or shoes
- Running, throwing, fighting or any other behavior which disrupts other Library patrons
- Eating food in the Library, other than which is available in the Library vending machines dry snack food or food that is served at a Library program or meeting (i.e., no fast food/meals from McDonald’s, Burger King, Taco Bell, GrubHub, UberEats, DoorDash, etc.). Dry snack food can be eaten only in designated areas of the library. Dry snack food is prohibited in Kid City and when using computers or the library’s electronic devices.
- Drinking or carrying a beverage other than water in a public area of the Library using an uncovered container
- Skateboarding, roller-blading, roller-skating, or stunt-biking anywhere on Library property, including the parking lot
- Occupying or “holding” more than one seat and/or table per individual
- Using materials for purposes other than reading, research, viewing or listening
- Using, stacking, or monopolizing unreasonable numbers of Library materials at any given time
- Unauthorized canvassing, selling, soliciting, or engaging in any other commercial activity
- Preventing staff from normal, reasonable, clean-up, and reshelving activities
- Being in a state of intoxication
- Smoking or use of tobacco products anywhere on the Library premises
- Bringing any animal into Library buildings, except for service animals as set forth in the Americans with Disabilities Act or animals used for educational purposes as part of pre-approved Library programs
- Possession of a firearm or display of any other type of weapon while on Library premises
- Other activities which are inconsistent with activities such as reading, studying, use of Library materials, and other similar conduct normally associated with the use of Library facilities
- Causing sounds which are unreasonable and highly disruptive of other persons using the Library facilities. Including but not limited to: loud, prolonged, abusive, indecent, profane or drunken conversation and/or behavior
- Stealing or damaging Library property. Removing protective covers from books, magazines, and other media with the intent to damage and/or steal Library property
- Committing any crime, misdemeanor, or violation of a municipal, state, or federal law on Library premises
- Any behavior which is disruptive, harassing, or threatening in nature to Library patrons or staff. This includes staring at, following or stalking of patrons or staff
- Drinking alcoholic beverages or repeatedly being in a state of intoxication that precludes the individual’s using the Library for its intended purposes
- Knowingly entering non-public areas of Library facilities without authorization of Library personnel
- Inappropriate use of the public restroom facilities, including bathing, shaving or washing personal clothes or kitchenware. Library materials are not allowed in any public restroom

- Behavior prohibited by any other Library policy, including but not limited to the Technology Use Policy and the Circulation Policy

4.0 UNATTENDED MINORS

4.1 Children ten years of age and under must be closely accompanied at all times by a responsible person who is least fourteen years old. The child's parent or guardian will be contacted if the child is left unattended.

4.2 The Library reserves the right to turn over to the proper authority minors (under age 18) left unattended for extended periods of time or left after Library hours.

5.0 INAPPROPRIATE USE OF CHILDREN'S SERVICES

5.1 If an adult in Kid City is not accompanied by a child or is not involved in appropriate use of children's Library materials and is observed by staff to be spending an unnecessary and unusual amount of time in Kid City, such person shall be asked to use other areas of the Library.

5.2 Public restrooms in Kid City are reserved solely for children and their parents or caregivers

6.0 INAPPROPRIATE PERSONAL HYGIENE

6.1 Patrons whose bodily hygiene is so offensive as to constitute a nuisance to other persons shall be required to leave the building. When the problem is corrected, patrons may re-enter the Library.

7.0 HARASSMENT

7.1 It is the policy of the Wauconda Area Library to maintain and ensure a working environment free from harassment, including sexual harassment or intimidation. Verbal or physical conduct based on age, race, color, sex, national origin, religion and/or disability which creates an offensive working environment or interferes with an employee's ability to perform their job is considered harassment under this policy.

7.2 Unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct creating an offensive working environment or interfering with an employee's ability to perform their job constitutes a violation of this policy.

8.0 THEFT, VANDALISM, OR OTHER ILLEGAL ACTIVITIES

8.1 When a patron attempts to steal or maliciously destroy Library and/or personal property (belonging to staff and/or patrons), the police will be called and the incident reported to the Library managers and/or supervisors. The Library will prosecute anyone who steals or

maliciously destroys Library property. When other illegal activities (e.g., indecent exposure) are committed by a patron, the Library will prosecute.

9.0 SANCTIONS FOR VIOLATING PATRON BEHAVIOR POLICY

9.1 The Library reserves the right to determine whether any person is in violation of this policy and to require that person to leave the Library. Serious or repeated misconduct may result in restrictions including loss of Library privileges for a period of time as determined by Library staff, and/or to take appropriate legal action.