

RULES OF BEHAVIOR IN THE LIBRARY

The Board of Trustees believes that library visitors have the right to use library materials and services without being disturbed or impeded by other library users; that library visitors and employees have the right to an environment that is secure and comfortable; and, that library visitors and employees have a right to materials and facilities that are available and in good condition. Illinois Library Law (Article 4, par. 4-7) gives the Board of Trustees the right "to exclude from the use of the library any person who willfully violates the rules prescribed by the Board." Therefore, the Board of Trustees has prescribed the following rules for conduct on the premises of the Bloomington Public Library.

❑ **GENERAL RULES OF BEHAVIOR**

The following conduct is prohibited:

- Conduct that involves the use of abusive or threatening language, or any conduct that hinders others from using the library or library materials.
- Allowing children under nine years of age to be unattended (not under the direct supervision of a parent, guardian or other authorized and responsible caregiver) in the library.
- Use of any tobacco material or e-cigarette product (pursuant to the **Smoke Free Illinois Act**).
- Smoking or consumption of cannabis is prohibited on library property (pursuant to the **Smoke Free Illinois Act**).
- Consumption or possession of alcohol is prohibited on library property or at any library-related events. (Alcohol may be permitted only upon approval from the Library Board for Special Events).
- Conduct that indicates one may be under the influence of alcohol or an illegal substance.
- Consumption of food except in designated areas. Covered beverages are permitted.
- Sleeping in a manner that disturbs other users or staff.
- Solicitation for the sale or purchase of goods or services.
- Taking surveys, the distribution of leaflets, asking for signatures for petitions or similar activity other than for authorized library purposes.
- Theft, vandalism, and mutilation of library property are considered a crime in Illinois, and the Board of Library Trustees will prosecute violators.
- Bringing pets or animals, except those trained for services to the disabled, into the library, except as authorized by the Library Director or his or her designee.
- Talking on cellular devices; except in designated areas and for brief periods of time.
- No weapons, firearms, explosives, or destructive materials are permitted on library property or at any library-related events. Only law enforcement officers are permitted to bring firearms onto library property.

❑ **SEXUAL HARRASMENT SECTION**

Sexual harassment of any visitor or employee is prohibited behavior. Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical actions of a sexual nature.

The following conduct is prohibited:

- Uninvited sex-oriented verbal “kidding” or demeaning sexual innuendoes, leers, gestures, teasing, sexually explicit or obscene jokes, remarks or questions of a sexual nature;
- Graphic or suggestive comments about an individual’s dress or body;
- Displaying sexually explicit objects, photographs, writings, or drawings;
- Unwelcome touching, such as patting, pinching or constant brushing against another’s body
- Suggesting or demanding sexual involvement of another.

❑ **IN ADDITION**

- All library visitors must be fully clothed, including shirts and shoes.
- Library visitors are responsible for their personal belongings, which are not to be left unattended in the library. The library is not responsible for the security of personal property.
- Authorized library staff may inspect bags or briefcases of a visitor leaving the library to prevent loss of library materials.
- The library staff may limit the number of persons sitting together to prevent disruptive noise or conduct.
- Adults who are not accompanied by a child or actively using children’s materials may be asked to leave the Youth Services area.

❑ **ENFORCEMENT**

When a visitor engages in any prohibited activity, the following procedure shall be followed:

- Library staff will inform the visitor that the behavior is not allowed in the library and that it must cease immediately.
- If a library visitor does not comply, and does not cease the behavior, staff will inform the library visitor that he/she will have to leave the premises. If the library visitor is 12 years or younger, staff will call a caregiver.
- If the person does not leave the premises, staff will inform the library visitor that the police will be notified.
- If the library visitor still does not leave the premises after a warning, staff will immediately call the Bloomingdale Police Department informing the police that a person needs to be removed from the premises.
- Staff will write up the incident and forward it to the Library Director for further action.

□ **SUSPENSION OF LIBRARY PRIVILEGES**

The Illinois Compiled Statutes, Chapter 75, Paragraph 5/4-7, permits the Bloomingdale Public Library Board of Trustees or its designee to “exclude from use of the library any person who willfully violates the rules prescribed by the board.” Library privileges may be suspended for any willful violation of the provisions of this or any other policy adopted by the Bloomingdale Public Library Board of Trustees. The Board of Library Trustees of the Bloomingdale Public Library will review the rules of behavior in the Library periodically, and reserves the right to amend them at any time.

Approved by the Library Board of Trustees
Effective October 20, 2000
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