

# Ruthven Public Library

1301 Gowrie Street

TEL & FAX: (712) 837-4820

P. O. Box 280

[www.ruthven.lib.ia.us](http://www.ruthven.lib.ia.us)

Ruthven, IA 51358-0280

[info@ruthven.lib.ia.us](mailto:info@ruthven.lib.ia.us)

## **3.1 Library Conduct Policy**

### **3.101 Statement of Purpose**

Library patrons are expected to be engaged in the productive use of the library's resources. This includes reading, studying, researching, attending programs and utilizing library materials or equipment. Patrons have the right to use the library undisturbed and library employees have the right to work without undue interference.

### **3.102 Rights of Library Users and Employees**

All library users and employees should be free from any threat of harm, invasion of property, or gross indignity. In an effort to protect these rights for all persons, the Library Board, pursuant to authority granted in Chapter 21 of the *Code of Ordinances of the City of Ruthven, Iowa*, has approved the following rules.

### **3.103 Prohibited Conduct**

No person shall engage in any conduct which disturbs or interferes with the legitimate use of the library, including—but not restricted to—the following:

1. Willfully annoy, harass, or threaten another person.
2. Behave in a disorderly, loud, or boisterous manner.
3. Interfere with another person's passage within the library or on library property.
4. Consume or possess alcoholic beverages, or use or possess controlled substances on library grounds or be under the influence of alcohol or controlled substances in a manner that causes public disturbance.
5. Possess any firearm, knife, any device which could be used as a weapon, or other weapon prohibited by City Ordinance or State Statutes.
6. Deface or destroy library property
7. Eat, drink or smoke in the library (unless eating or drinking is specifically allowed in an area or at a particular activity).
8. Sleep in the library.
9. Remain in the library after regular closing hours.
10. Solicit funds or "panhandle."

11. Interfere with patrons' use of the library through poor bodily hygiene, which is so offensive as to constitute a nuisance.
12. Bring animals into the library except as required by persons with disabilities.
13. Use roller skates or a skateboard in the library.
14. Play audio equipment at a volume that is disturbing to other users.
15. Campaign, petition, interview or survey patrons in a manner that is disruptive to library activities.
16. Willfully expose patrons or staff to offensive images or language.
17. Engage in lengthy conversations (including conversations on cell phones) in a manner that is disruptive.
18. Interfere with the library's right to maintain a clean, pleasant and safe facility.
19. Enter staff areas including the work room, storage area, and behind the circulation desk.

### **3.104 Unattended Juveniles Statement of Concern**

The library board and staff are concerned for the safety and welfare of juveniles who use the library unattended by a parent or guardian. The library also has an interest in maintaining an environment free from disruptive behavior by unattended juveniles.

### **3.105 Parental Responsibilities**

It is the responsibility of parents/guardians to:

- Stay at the library with juveniles under the age of five.
- Encourage positive behavior by their juveniles while at the library.
- Cooperate with the library staff if their juveniles are disruptive or if they interfere with or endanger others.
- Provide a means of transportation home from the library by the time the library closes.

### **3.106 Unattended Juveniles Policy Enforcement**

The library board respects the rights and privacy of all library patrons. Library staff will only intervene when juveniles are left unattended and problems of safety, disruptive behavior, or well-being occurs. Library staff will follow established library procedure for the protection of the juvenile or to maintain an environment free from disruption in accordance with the Library Conduct Policy.

Adapted from the Library Conduct Policy of West Des Moines Public Library.

Adopted: April 2016

Scheduled for Review: March 2019