

# Conduct on Library Property

It is the intent of the Sayville Library to provide an atmosphere conducive to reading, studying and the legitimate use of its materials and services. For this reason, any behavior that disrupts the orderly use of the Library or that affects the Staff's ability to provide the public service is not permitted.

As a condition for the use of the Library premises, Library patrons and visitors who enter or remain at the Library, agree to be subject to these rules and regulations. Failure to comply with the same shall constitute grounds for immediate ejection as a trespasser, suspension of Library borrowing privileges or right to enter the Library premises for up to one year and other action as deemed appropriate by the Director, including financial remuneration for damages. The Director or his/her designee is empowered to enforce the rules and regulations promulgated by the Board of Trustees.

EATING, DRINKING, SMOKING,  
SLEEPING AND LOITERING  
IN ALL PUBLIC AREAS OF THE BUILDING,  
INCLUDING THE  
MAIN ENTRANCE/EXIT AREA,  
ARE PROHIBITED.

CONGREGATING ON THE FRONT WALK,  
WALKWAYS AND IN THE PARKING LOT  
IS NOT PERMITTED.

This is a public building and all personal items such as electronic devices, pocketbooks, briefcases, should be kept by your person at all times. The library is not liable for unattended items.

Use of the parking lots and bike or skateboard racks is at your own risk.

Other types of unacceptable behavior include, but are not limited to:

- any noise/talking that rises above the general background level
- the use of abusive and/or vulgar language
- harassing or threatening behavior
- carrying weapons or weapon-like items on library premises
- using any audio or video equipment such that others can hear it
- possessing skateboards, roller blades, use of wheeled footwear or bicycles within the Library building
- inappropriate use of bicycles, skateboards, roller blades or wheeled footwear on the walkways or in the parking lot.

- Stealing and/or selling of library materials, furniture or equipment
- defacing, damaging or destroying Library material, equipment and/or property
- rearranging Library furniture or utilizing one chair by more than one person
- bringing food or drink into the building to consume, or open containers of food or drink
- Entering the building without footwear and/or both upper and lower body covering
- wearing inappropriate dress
- bathing, shaving, washing and/or changing clothes or other misuses in the public restrooms
- exhibiting a lack of personal hygiene which disrupts others from using the Library
- bringing animals into the library unless necessary for assisting the disabled, or if the animal is being trained to assist the disabled
- leaving children under age 10 unattended; parents are responsible for their children's behavior at all times
- interfering with other patrons' reasonable expectation of privacy
- staring at another person such that the other person becomes uncomfortable or alarmed
- following another person about the premises such that the person followed is uncomfortable or disturbed
- soliciting, distributing leaflets or circulating petitions of any nature inside or outside of the building
- Acts or threats of violence, intimidation of or interference with the rights of other visitors or staff, or creating a disturbance on Library premises
- Horseplay, carelessness and/or acting in a manner which may create, or has created, a hazard to safety of oneself or others
- engaging in any other activity which in the judgment of the Director or his/her designee disrupts the operation of the Library or its use by others, or which endangers the health, safety, or welfare of patrons, employees, or visitors.

The Library shall indemnify and save harmless the Library Director, his/her designee, and any Library personnel, from any action, claim or proceeding instituted against such person arising out of the enforcement of these rules and regulations by such Library personnel.

Appeals by Library patrons and visitors relating to suspension of Library service privileges and/or suspension or revocation of their privileges to enter upon the Library premises shall be made to the Board of Trustees. Each person shall have the right to submit a written notice of appeal to the Board of Trustees within thirty (30) days of any action taken by the Library Director which suspends or restricts borrowing privileges and/or the right to enter the Library premises. The Board of Trustees, or its designee, shall convene a hearing within thirty (30) days of submission of such a notice of appeal, at which time and place the aggrieved shall be afforded the opportunity to present evidence, testify, and cross-examine witnesses. Within fourteen (14) days of such a hearing, the Board of Trustees shall render a decision in writing.

Thank you for your cooperation. We hope that your time spent at the Library will be both pleasant and productive.

Adopted: January 9, 2007  
Amended: September 10, 2012