

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.

All Library patrons and visitors on Library property must adhere to all the rules and regulations outlined in the Library's ***COVID-19 Re-Opening Safety Plan***. The rules and regulations in the ***COVID-19 Re-Opening Safety Plan*** are to supersede the rules and regulations set forth in this policy and will be enforced as long as the Sayville Library Board of Trustees deem necessary.

During times of a public health emergency and/or infectious disease outbreak, all Library patrons and visitors will be required to wear a face covering and maintain 6 ft. of spacing from others at all times while on Library property. Additionally, all Library patrons and visitors will abide by all state and county regulations on social distancing and group gatherings. Failure to comply will constitute grounds for immediate ejection and other action deemed appropriate by the Director.

The Library is a public building and all personal items such as electronic devices, pocketbooks, backpacks and briefcases should be kept by your person at all times. The Library is not liable for the safeguarding of unattended items. Use of the parking lots and bike or skateboard racks is at your own risk.

Meals, sandwiches and items that can spill or leave crumbs are prohibited. Eating in the Library is limited to small self-contained snacks. Food served as part of a Library approved program or event is allowed.

Drinking from spill proof containers with a closed top is allowed. Open containers and alcohol are prohibited.

Smoking, including e-cigarettes and vaping is prohibited in the building and on the grounds.

Types of unacceptable behavior include, but are not limited to:

- Sleeping, loitering and congregating (except for participation in library events) on Library grounds.
- Creating noise or talking that rises above the general background level.
- Transporting into the Library or using any audio or video equipment
- Harassing or threatening behavior, including but not limited to:
 - Abusive or vulgar language.
 - 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.
- Interfering with patrons' reasonable expectation of privacy.
- Carrying weapons or weapon-like items on Library premises.
- Creating a disturbance on Library premises including but not limited to horseplay, carelessness or acting in a manner that may create, or has created, a hazard to the safety of oneself or others.
- Inappropriate use of bicycles, skateboards, roller blades or wheeled footwear on library property.
- Stealing, selling, defacing damaging or destroying Library materials, furniture, equipment or property.
- Utilizing one chair by more than one person.
- Entering the building without footwear or upper or lower body covering or wearing inappropriate dress.
- Bathing, shaving, washing and/or changing clothes or other misuses in the public restrooms.
- Presenting a lack of personal hygiene that disrupts others from using the Library.
- Bringing animals into the Library unless the animal is necessary for assisting the disabled, being trained to assist the disabled, or part of a library-approved event or program.
- Leaving children under age 10 unattended. Parents are responsible for their children's behavior at all times.
- Soliciting, distributing leaflets or circulating petitions of any nature inside or outside of the building.
- Photographing or filming within the interior of the Library without the prior approval of the Library Director (or designee)
- 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, privacy 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 the 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.