

Section 2.1: Code of Conduct for Library Patrons

The purpose of the Matteson Public Library is to provide information to the people of Matteson and to serve their educational, cultural, and recreational needs. In order to accomplish this mission, it is necessary to create an atmosphere conducive to the primary purposes of a library: reading, study, and research. By following the Code of conduct, patrons demonstrate their consideration for others and their respect for the rights of others to use this library. To successfully further these ends the Library requests that patrons follow these rules for the safety, comfort and well-being of all:

1. Preschool children may not be left unattended in any part of the library. The staff is not responsible for the safety of unattended children of any age. For more information on this policy, check Section 2.3 of our General Policies that deals with the Safety and Well-being of Children.
2. Non-alcoholic drinks in closed containers will be permitted in the library; however, drink is not allowed near computers. Food should be consumed outside before entering the building.
3. Cooperate with staff and allow belongings to be searched in the event that the material detection alarm is activated.
4. Smoking, drinking alcohol, illegal drug use, gambling, or possession of an unauthorized weapon of any sort is prohibited. Individuals under the influence of alcohol and/or drugs will also be asked to leave immediately.
5. Restrooms are to be used for their intended purpose only. Bathing is prohibited. Individuals caught using the bathrooms for other than their intended purpose will be expelled from the library for one year. Individuals caught vandalizing the facilities will be turned over to the Matteson Police Department, and charges will be filed.
6. Bringing animals – other than licensed service animals – into the Library without staff approval is not permitted.
7. Defacing, damaging and destroying library property is prohibited by law; offenders will be held responsible for damages and their library privileges may be suspended.
8. Any loud conversation or activity which disturbs others is not permitted; and responsible individuals will be asked to leave the library.
9. The use of any electronic device which can disturb others is prohibited unless with prior staff approval, and then only in restricted areas. The use of cell phones is restricted to the front door area. Patrons who bring such devices to

the library do so at their own risk. The library is not responsible for lost or stolen items.

10. Soliciting of any kind, selling or distribution of leaflets or any other materials, including CDs, without approval of the Library Director or his/her designee is not allowed.
11. The Library staff reserves the right to expel any person using disruptive or abusive language, behaving in an unacceptable way or disobeying Library rules, or performing any improper or illegal acts.
12. Stay out of non-public areas, such as workrooms, storage areas, mechanical rooms, and the staff kitchen, unless accompanied by a staff member.
13. Use library parking areas, sidewalks, ramps, and lawns properly and safely. These areas are not intended for recreational activities. Vehicles parked improperly are subject to fines, and if towing is required, it is done so at the owner's expense.
14. Persons responsible for any violation of local, state, or federal laws including the willful destruction of or damage to library property will be subject to arrest.

The library reserves the right to require anyone violating the Library Code of Conduct to leave the library. Serious or repeated misconduct may lead to extended loss of library usage, legal action or criminal prosecution. Parents are responsible for minors including those that are expelled from the library.

Adopted: November 14, 2005
Revised: October 9, 2006