



Bridgman Public Library

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Bridgman Public Library

(Rules for) Library Use

Adopted October 13, 2009

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Rules for Library Use

It is the Library's policy to provide a facility, services, staff and procedures to ensure that all visitors, patrons and staff make use of the Library for its intended purpose: to educate, inform and inspire.

To better serve all library patrons, the Library Board of Trustees has established certain rules to maintain an atmosphere that promotes these purposes, protects the Library's resources and facilities from damage and fosters the safety of all users and staff.

These rules apply to all persons using the Library building and its grounds and will be enforced by Library staff. The library grounds include the Library lawns and parking lots, patio next to the Library and the lawn area of Toth Street. The Library reserves the right to require anyone who violates these rules to leave the library building and/or grounds and to restrict such persons' privilege of using the building and/or grounds for a specific period of time.

Unlawful activities will be reported to the police and, when appropriate, violators will be subject to arrest.

General rules:

Persons in the Library or on the Library grounds may not engage in conduct that is illegal, disrupts the orderly operation of the Library, unreasonably interferes with the use of the facilities and grounds by others, could result in physical, emotional or mental injury or could result in damage to the Library facility, materials or grounds.

Specific rules:

Persons in the library buildings or on the Library grounds shall not:

*Talk or create noise loud enough to disturb the general use of the Library by others. Cell phones may not be used inside the Library building. Audio equipment played inside the Library must be used with earphones in a manner so as not to disturb other patrons.

*Eat or drink inside the Library building, with the exception of the use of the free coffee dispenser provided by the Library or the provision of food or beverages associated with an authorized event for which prior approval is given. In such cases, care should be taken to enjoy food and beverages in the areas prescribed for their use.

- *Smoke or chew tobacco inside the Library building, in the entrance or on the Library's grounds.
- *Block aisles or doorways or create obstructions or hazards for others in the Library building or in the immediate vicinity of the Library's entrances by such means as gathering in groups, lying or sitting on the floor, leaving personal belongings in traffic areas or moving furniture.
- *Skateboard, rollerblade, ride a bicycle or run inside the Library building or grounds or in the immediate vicinity of the Library entrances.
- *Damage, steal, improperly remove or misuse library materials, equipment or furniture or deface or vandalize Library property.
- *Load or install programs or software on Library computers or otherwise alter or tamper with Library computers or software.
- *Violate any posted rules, including computer usage rules and rules relating to the lending of Library materials.
- *Be barefoot or shirtless inside the Library building.
- *Bring animals inside the Library building, other than those required for personal assistance or for Library programs. Animals should not be left unattended on the Library's grounds while their owners are using the Library.
- *Interfere with the comfort of other patrons by using items with offensive odors, scents or by poor personal hygiene.
- *Misuse restrooms for purposes such as bathing, shaving or laundry. Solicit or advertise for any reason, except as those permitted in advance by Library trustees.
- *Sleep in the Library building, except for young children in the supervision of a parent or caregiver.
- *Leave children under the age of 10, or dependent persons, unattended and not in the immediate presence and under the supervision of a parent or other caregiver. The Library staff is not responsible for child care and reserves the right to contact police if minors are left unattended for extended periods of time or are left unattended at closing time.

*Fail to leave the Library promptly at closing time.

*Engage in obscene or harassing language or conduct, including physical or sexual harassment, fighting, provoking a fight or disorderly conduct, stalking, horseplay, or intimidating behavior. Inappropriate display of affection is also prohibited.

*Be under the influence or in the possession of alcohol or illegal drugs or engage in any substance abuse.

*Possess or use weapons or dangerous objects.

*Litter the building or grounds.

If a person violates one of the specific rules set forth above, the director of the Library or a designee of the director, may communicate a lawful order to that person prohibiting that person from entering the Library building or grounds. If such an order is given, then entry into the Library building or grounds in defiance of that order will result in a charge of criminal trespass.