

# CITY OF PACIFIC GROVE, CALIFORNIA COUNCIL POLICY

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Library Behavior	200-6(K)	May 4, 2011	1 of 1

## **Purpose**

The Pacific Grove Public Library serves the general public and encourages people of all ages to visit the library. Those using the library and its resources have the right to expect a safe, comfortable environment that supports appropriate library services. These rules of conduct are established to provide such an environment.

## **Rules of Conduct**

1. The violation of federal, state, or local laws is not permitted on library property, including:
  - Physical, verbal, or sexual harassment of patrons or staff
  - Threats of violence
  - Theft or vandalism of library or other persons' property
2. Smoking in the library or within 25 feet of the library building is not permitted
3. Disorderly conduct or disruptive behavior that interferes with the normal operation of the library or that disturbs patrons or staff is not permitted. Examples of this type of behavior include, but are not limited to, running, fighting, drunkenness, abusive or threatening language or behavior, and excessively loud conversations.
4. Library patrons shall abide by library rules and shall obey any reasonable direction give by a library staff member.
5. Tampering with library machines, technology systems, and computer hardware or software is prohibited.
6. No pets or animals of any kind, with the exception of service animals or animals being used as part of a library-sponsored program, will be allowed in the library.
7. Patrons shall leave the library at closing time.
8. Library computers may not be used for illegal or criminal activities. Nor may they be used to download or print obscene material.
9. Shoes and acceptable clothing shall be worn in the library at all times.
10. Eating and drinking, with the exception of bottled water, unless part of a program or reception, is not permitted in the library.
11. Bags larger than 20" by 14" by 8" could present a safety risk and may not be brought into the library

12. Children ages 8 and under may not be left unattended in the library and shall be accompanied by someone 12 years or older.
- Children ages 9 and up are allowed to use the library unaccompanied by an adult as long as their behavior is not disruptive to patrons or staff.
  - Children under 12 left unattended at closing time will be transferred to the Police Department.
13. Computers in the Children’s Room are reserved for children ages 18 and under. Adults with small children may use computers in the Children’s Room with permission of the librarian in charge.
14. Personal appliances, such as laptop computers and MP3 players, may be used if the noise level is low and use does not interfere with others. Cell phone use is prohibited in the library and phones shall be turned off or switched to a non-audible signal. Texting is allowed if it does not disrupt the normal operation of the library.
15. No weapons may be brought into the library.

Adopted: March 15, 2000—Resolution No. 0-011

Amended: May 4, 2011—City Council approved amended policy 5-4-11