

## **Greeneville-Greene County Public Library**

### **LIBRARY CODE OF CONDUCT**

The Board of Trustees has established this code in order to make everyone's use of the library as pleasant and productive as possible. The Board and staff enthusiastically support the library's role as a public institution open to all people. Adherence to these guidelines enables everyone to use the library building, services, and materials in a safe and enjoyable environment.

The following are required of everyone using the library:

- civility and respect for the rights and feelings of others
- adherence to library policies, procedures, and guidelines
- cooperation with reasonable requests by library employees and volunteers
- personal hygiene sufficient to avoid offending or disturbing others
- appropriate use of library equipment, furniture, materials, and other resources
- appropriate attire, including shoes and shirt
- courtesy in the use of communication devices so that neither ringtones nor conversations disturb others; generally, cell phone usage is disallowed in the library, although it may be deemed acceptable when brief consultations are needed to complete online forms and applications
- willingness to open briefcases, parcels, purses, etc. to enable staff to determine if library materials have been properly charged

Children and individuals with developmental or medical needs must be supervised by a parent or other adult caregiver. The library assumes no responsibility for unattended individuals.

The following items are not permitted in the library or on library grounds:

- weapons
- food or beverages (except in the Big Spring Room or at events/activities sponsored or approved by the library)
- illegal drugs
- animals (except service animals)
- skates, skateboards, or similar devices

The following activities/behaviors are not permitted on library property:

- leaving children and/or animals unattended
- sleeping
- smoking or any use of tobacco or vapor substitutes
- selling products or services
- solicitation of any type

- use of skates, skateboards, or similar devices
- loud, abusive, or offensive language
- violence or the threat of violence
- public intoxication, disorderly behavior
- littering
- using public restrooms for bathing, doing laundry, or preparing food
- any actions that are in violation of city, state, or federal laws and regulations

This code applies to the use of the library in person, by telephone, through computer networks, or any other means that might be available. Individuals' failure to comply may result in their temporary or permanent exclusion from the library and library grounds.

*The public library is the most inclusive, democratic, and open of public institutions. Your support of and compliance with this code helps ensure that the library maintains this enviable position and that it continues to carry out its mission of service to all.*