

Patron Code of Conduct

The Skaneateles Library Board of Trustees is committed to ensuring a positive environment that enables staff to provide excellent service to all patrons. Promoting and maintaining an atmosphere in which patron behavior is non-intrusive to others and library resources are protected is critical to that endeavor.

No individual or group has the right to interfere with or disrupt another person's use of library resources or to be abusive to library staff or patrons. Conduct is unacceptable when it could result in injury to oneself or others, when it interferes with another person's use of the library, when it is harassing or intimidating, when it violates the law or when it could result in loss or damage to library or patron property.

Persons failing to follow the library's code of conduct may be asked to leave the premises. The police will be notified immediately if a person is asked to leave and refuses to do so or if a person's conduct threatens harm to others. When deemed appropriate by the Director, violation of the library's code of conduct may result in suspension of library privileges.

Per Section 1399-o of New York's Public Health Law, it is forbidden to smoke within 100 feet of library property (except for residential properties):

Smoking shall not be permitted and no person shall smoke within one hundred feet of the entrances, exits or outdoor areas of any public or association library as defined in subdivision two of section two hundred fifty-three of the education law; provided, however, that the provisions of this subdivision shall not apply to smoking in a residence, or within the real property boundary lines of such residential real property.

Other prohibited conduct includes but is not limited to:

- Use of tobacco products or vaping on library property
- Use of alcohol or illegal drugs on library property
- Running, fighting or throwing objects
- Bathing in library restrooms
- Harassing or intimidating conduct toward staff or patrons, including unwanted filming or photography
- Possession of any weapon on library property by any person, except a duly authorized local, state or federal law enforcement officer
- Having offensive bodily hygiene or odor that constitutes a nuisance to others
- Disturbing others by engaging in disruptive activity
- Solicitation, except for sanctioned library activities (solicitation includes but is not limited to actions such as selling items, begging, circulating petitions, distributing printed material or conducting surveys)

APPROVED POLICY of the SKANEATELES LIBRARY ASSOCIATION

Other Patron Guidelines:

- Patrons may consume food or beverages in designated areas. Beverages must be covered and food contained. The library reserves the right to curtail this privilege if it is not in the best interests of the library.
- Patrons who are visibly intoxicated or under the influence of drugs or alcohol will be asked to leave the library.
- Casual amateur photography, filming and videotaping are permitted in the open areas of library facilities for patrons and visitors, provided that the photography does not interfere in any way with library operations or record other patrons' use of library materials, resources and equipment or requests for staff assistance (*see Privacy and Confidentiality Policy*).
- No commercial or media photography or filming may occur in library facilities without the prior written permission and approval of the Director. Such approval shall contain the conditions under which the commercial/media photography or filming will take place and address the rights to ownership of the photos/films.
- Parents and/or guardians are responsible for their children's conduct while children are on library property.
- Vandalism to library property will result in suspension of library privileges and may result in criminal prosecution.
- Appropriate apparel, including shoes and shirts, must be worn while in the library.
- If the conduct of a patron causes a staff member or others to feel unsafe or uncomfortable, that patron may be asked to leave at the discretion of library staff.
- Patrons must comply with health and safety guidelines or procedures that may be implemented in the event of a short- or long-term emergency.

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