

Angela Carr, [REDACTED], [REDACTED], [REDACTED]

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## Purpose

### Acceptable Patron Behavior Policy

The Bethlehem Area Public Library has established this Behavior Policy to ensure that library facilities are safe, welcoming and provide equitable access to materials and services for all library users. Appropriate personal library conduct includes activities such as reading, studying, properly using library materials and computers in a manner that does not interfere with others who are using the public library in this fashion.

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### Overview and Definitions

Appropriate behavior is expected of all users of the Bethlehem Area Public Library's facilities, as is associated with the normal use of a public library while in the building or on the grounds. Violations of the Behavior Policy will result in increasing levels of action, which can range from a staff issued warning, asking the patron to leave the library for the remainder of the day, a temporary or permanent loss of all library privileges, to legal action including criminal prosecution. The level of action shall be determined on a case-by-case basis.

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Commented [SW1]: I feel this can be worded slightly different. We could probably take out the phrase "ranging from", and just list them somehow. Or we just go "ranging from a staff issued warning to legal action..."

Commented [AJ2R1]: Something like this?

Commented [SW3R1]: Yeah, that works

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Commented [4]: I added this bullet point after seeing it on other library policies and felt it would be a good addition as the librarians should be treated with as much respect as the patrons.

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### Behavior Rules

Use of the library materials and services should not disturb other patrons. Library materials and services are available for educational and entertainment uses, and patrons should remember that these resources are in the library to be shared by all.

Inappropriate behavior is considered to be behavior which creates excessive noise levels or disturbances, interferes with other patrons' use of the library, and/or damages library property.

Inappropriate behavior would include, but not be limited to, the following conduct or behaviors:

- Loud, disruptive conversations, including shouting.
- Use of personal electronic equipment at a volume that can be heard by others.
- Use of profane, abusive, harassing, or threatening language gestures,
- Sleeping for extended periods of time.
- Disrespect of staff.
- Engaging in any behavior that the reasonable library user would find to be disruptive, harassing, or threatening in nature to library patrons or staff, including stalking, prolonged staring at, or following another with the intent to annoy, or intentionally behaving in a manner that could reasonably be expected to annoy or disturb other patrons or staff.

- Possessing, selling, distributing, consuming or being under the influence of any alcoholic beverage or controlled substance.
- Committing or attempting to commit any activity that would constitute a violation of any federal, state, or local ordinance.
- Smoking, vaping, or use of tobacco products anywhere, except in designated areas outside of the premises.
- Leaving children under the age of 11 unattended on library premises.
- Engaging or displaying any sexual contact, activities, or inappropriate conduct or materials.

Selling, soliciting, surveying, distributing written materials, panhandling, or canvassing for any political, charitable, or religious purposes inside the library building, doorway, or vestibule without prior authorization from the library director.

- Eating or drinking from containers without screw on lids in non-designated areas.
- Taking or making phone calls at a location other than in the library foyers or outside of the building.
- Not wearing shoes or a shirt within the library premises.
- Entering or remaining upon the library premises with a bodily hygiene so offensive that it constitutes as a nuisance to others.
- Bringing in more than two carryall bags. No bags may be brought into the library that exceed the size of a standard backpack, briefcase, or canvas tote bag.

Other belongings that cannot be reasonably placed in the user's personal space will not be permitted into the library.

Obstructing access to library spaces, through the placement of objects in hallways, aisles, flooring, or elsewhere, in a manner that impedes the free passage of patrons and staff throughout the library.

- Unattended items may be removed from the library premises if they reasonably appear to be abandoned or have been left unattended for 30 minutes or more.
- Bringing any animal into the library, with the exception of service animals, animals for scheduled library programs, or animals that have received special permissions from a library director. These animals are required to be under their handler's control at all times and must not display aggressive or disruptive behaviors that would otherwise interfere with the use of the library or its patrons.
- Improperly using library restrooms or facilities for purposes such as bathing, shaving, laundering, or changing clothes.
- Out of an abundance of caution adults not accompanied by a child should not use the children's restrooms.

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Commented [SW6]: This may condense it down a little. I'm sure they may have a computer policy that would go more into detail about the computer use and inappropriate material. But this can just knock it all out, whether or not there is anyone around to see it or not.

Commented [SW8R7]: I think this is good, but at th ... [2]

Commented [9R7]: True, I did limit this to strictly on ... [3]

Commented [SW10R7]: Yeah, I think so. Let me see ... [4]

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Commented [AJ11]: This part should be more ... [9]

Commented [AC12R11]: I like that wording a lot

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Commented [AC15]: I feel that the restroom one s ... [15]

• **Unaccompanied Adults:** The children's or teen's area of the library is reserved for children and teens respectively, their parents or responsible adult caregivers, and adults interested in children's literature, such as teachers and college students taking children's literature classes. Out of concern for the safety of young patrons, adults who are unaccompanied by a child or children in the children's area of the library may be questioned by staff and may be asked to move to another area of the library. The library reserves the right to determine who can be in and remain in the children's and teen areas of the library.

• **Violating the library's rules for acceptable use of the internet and public computers including but not limited to: damaging, altering, or tampering with equipment or software; manipulating or interfering with the computer sign-up and printing software; displaying, sending, or printing obscene materials.**

•

**Weapons:** Any patron possessing, selling, distributing, displaying, using, or threatening to use any dangerous weapon will be asked to leave the library premises. A "Weapon" includes, but is not limited to, firearms, explosives, knives, any sharp stabbing tool, any bludgeoning weapon capable of inflicting grievous bodily harm, any "laser" or similar electronic immobilizer.

**The library has a policy of zero tolerance for threats or acts of violence. Any person engaging in such behavior will be immediately ejected from the library.**

## Library Response to Violations of Behavior Policy

Any person who violates the behavior policy will be handled in a professional and courteous manner by staff, but the degree of the violation will determine the response.

Staff is instructed to call 9-1-1 immediately in response to any dangerous behavior. Staff will call the police for any behavior that violates federal, state, or local ordinances. Staff will call the police if a person or group of people is asked to leave the library and refuse to leave and/or become difficult with the staff member.

For other inappropriate behavior, one warning will be given. Continued violations will result in the patron in question being asked to leave the library for the day. A serious violation, repeated violations, or a violation where the police are called, may result in longer exclusions from the library. In extreme cases, a permanent ban from the library may be imposed.

An individual banned from the library may be criminally charged with trespassing if they return to library property during the ban term. Any individual who is banned and whose library privileges have been revoked, may request to have the decision reviewed by the Board of

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**Commented [AC16]:** after looking over a lot of unaccompanied adult policies I pieced together what I feel is a comprehensive way to combine both the [16]

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**Commented [AC17]:** I feel that although I am sure [18]

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**Commented [AC18]:** Weapons: I felt the policy wa [20]

**Commented [SW19R18]:** There has to be a story b [21]

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**Deleted:** Staff is instructed to call 9-1-1 immediat [25]

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**Commented [AJ23]:** Made a quick edit to make th [29]

**Deleted:** up to

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Directors of the Library. The request must be made in writing and submitted to the Library Director and the President of the Board of Directors of the Bethlehem Area Public Library, 11 W. Church St., Bethlehem, Pennsylvania, 18018, within 30 days (about 4 and a half weeks) of the alleged offense.

**Adopted by the Board of Bethlehem Area Public Library, May 2, 2011**

**Deleted:** 30 days

**Commented [AC24]:** I feel this paragraph/section is a good example of. due process and fair warnings, and besides the edits made to make the wording more concise I do not feel needs any more added/taken away

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4/13/24 3:13:00 AM

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Page 2: [2] Commented [SW8R7] [REDACTED]

4/12/24 9:04:00 PM

I think this is good, but at the same time, I can see a lot of arguments or something coming up about what is considered explicit, especially with how things are with banned books. So, it's a very fine line, I think

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Page 2: [3] Commented [9R7] [REDACTED]

4/12/24 9:14:00 PM

True, I did limit this to strictly online searches where people may be exposed to the screens. Would it be better to specify pornography?

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Page 2: [4] Commented [SW10R7] [REDACTED]

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Yeah, I think so. Let me see if I can work something

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Angela Carr

4/7/24 1:37:00 AM

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Page 2: [9] Commented [AJ11] [REDACTED]

4/11/24 10:59:00 PM

This part should be more generalized. It should not single out anyone who would be bringing in these specific items.

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Page 2: [11] Commented [AJ13]

4/12/24 10:55:00 PM

This part lacked a bit of clarity despite being so verbose. Instead, I tried to make it more concise and comprehensible for library users.

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Angela Carr

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Page 2: [14] Commented [AJ14]

4/12/24 10:35:00 PM

This makes it clear that even when special permissions are granted, the animal in question must still behave in such a way that it will not disrupt other patrons or library staff.

Page 2: [15] Commented [AC15]

Angela Carr

4/10/24 5:52:00 PM

I feel that the restroom one still needs to stay, it could be added to the other one but unfortunately in today's society I feel it needs to stay as a statement. I just decided to put the out of abundance of caution to make it sound more inviting and less harsh

Page 3: [16] Commented [AC16]

Angela Carr

4/10/24 5:10:00 PM

after looking over a lot of unaccompanied adult policies I pieced together what I feel is a comprehensive way to combine both the policy of the children's and teens areas when it comes to unaccompanied adults.

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Angela Carr

4/10/24 9:27:00 PM

Page 3: [18] Commented [AC17]

Angela Carr

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I feel that although I am sure this library has a separate and comprehensive internet/computer policy that it helps to define a few things in this policy as well

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Angela Carr

4/10/24 9:27:00 PM

Page 3: [20] Commented [AC18]

Angela Carr

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Weapons: I felt the policy was worded funny and I like the fact that the use of a weapon is mentioned as an immediate ask to leave. I also want to know why this library in particular decided to include nunchaku specifically? I did not think it should be included, it is implied that nunchaku is a weapon.

Page 3: [21] Commented [SW19R18] [REDACTED]

4/11/24 1:25:00 PM

There has to be a story behind nunchaku... and I need to know it

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Angela Carr

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Page 3: [24] Commented [AC21]

Angela Carr

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I think this should be in bold and not even a bullet point because of how important it is

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Angela Carr

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Page 3: [28] Commented [AC22]

Angela Carr

4/10/24 6:11:00 PM

I feel the original is wordy and the simply statement gets the point across.

Page 3: [29] Commented [AJ23] [REDACTED]

4/12/24 11:20:00 PM

Made a quick edit to make the sentence flow better.

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Angela Carr

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