



Patron Code of Conduct

To allow all patrons of the Fayetteville Free Library to use its facilities and programs to the fullest extent, the Board of Trustees has adopted the following rules and regulations.

Rules of conduct apply to both patron conduct with other patrons and patron conduct with staff members.

1. Patrons shall respect the rights of other patrons at all times.
2. Patrons shall not disturb others by engaging in disruptive activity.
3. Patrons shall not use offensive or abusive language or engage in offensive or abusive behavior.
4. Patrons shall not harass others by staring at another person with the intent to annoy that person or by following another person about the building with the intent to annoy that person.
5. Patrons shall not disturb others by playing audio equipment so that others can hear it, by singing or talking loudly to others or in monologues. Cell phone use is allowed only in the library lobby.
6. Patrons shall not smoke or use tobacco or tobacco products on any library property or facility.
7. Patrons shall not consume food or beverages except in areas and at times specifically designated by the Executive Director.
8. No outside food or beverages may be consumed in the library public spaces.
9. Patrons shall not be under the influence of alcohol or illegal substances.
10. Carrying weapons of any type is prohibited.
11. Patrons shall not engage in any illegal activity on library premises.
12. Patrons shall not interfere with the use of the library by other patrons or interfere with library employees' performance of their duties.
13. Patrons shall not deface or mar library materials including books, magazines, newspapers, CD's, videos, DVD's and DVD security cases or other items of the library collection; nor shall

patrons deface, mar or in any way destroy or damage library furnishings, walls, equipment or other library property.

14. Patrons using their own computers in the library must comply with the library's Internet Public Use Policy as well as the Patron Code of Conduct.

15. Patrons using public access computers to search the Internet must quit the Web browser before moving away from the computer.

16. Due to the highly visible nature of most of the computer screens in the library, patrons may not have on the screen graphic pornography that is inappropriate for a public and open environment.

17. Due to the* highly visible nature of all the computer screens in the Children's Room, children using computers in the Children's Room may not have on the screen pictures that are inappropriate for the environment of the Children's Room.

18. Young children are the responsibility of their parents or caregivers and may not be left unattended in the Children's Room. Children under eight years old or children whose behavior requires supervision must be with their parents or caregivers at all times. Children's whose behavior becomes disruptive to other patrons will not be permitted to attend programs.

19. Patrons shall not rearrange or disarrange library furnishings or materials.

20. For reasons of safety and hygiene, patrons must wear shoes or equivalent foot covering upon entering the building.

21. Patrons shall not bring animals into the building, except those specifically required for disabled persons.

22. Solicitation of funds, distribution of literature or promotional material, or sale of goods is forbidden by any person or agency other than the library except by permission of the Executive Director.

23. Patrons shall check out with a valid library card all materials or equipment removed from the library. Patrons will not be allowed to borrow materials, use services, attend programs or use computers if they have \$5.00 or more in fees or fines on their account.

24. Please be advised that the FFL has a strict NO REFUND policy.

25. In the event of a global or local pandemic, all patrons must abide by federal, state and local health guidelines when within the library. Staff will post these guidelines at the entrance of the library. Patrons will be required to wear a face covering that covers their mouth and nose to ensure their safety as well as the safety of library staff and other library patrons.

Any patron who violates these rules and regulations may be required to leave the library premises and be denied the privilege of access to the library by the Executive Director.

A patron whose privileges have been denied may appeal the decision to the Executive Director within 15 days of notification. A patron may appeal in writing or in person after scheduling an appointment with the Executive Director (637-6374, ext. 307).

If warranted, the Executive Director may modify or dismiss the decision. The Executive Director will notify the patron of the resolution of the appeal in writing within 15 days.

Rules governing the Fayetteville Free Library are established by the Board of Trustees under the authority granted by New York State Education Law, Article 5, section 262.