

Protocol: WIS – 1

Title: Rules of Behavior

Date: 10.14.11 revised

Reviewed by:

Distributed:

The Portland Public Library is open to the public for the purpose of reading, studying, researching and appropriate use of Library materials, facilities and equipment. While at the Library, in order to maintain a safe and welcoming environment for all, patrons are to be engaged in the activities associated with the use of a library.

Patrons **MAY NOT** do any of the following:

- Use cell phones in any area other than the Atrium
- Talk, use cell phones, or play personal audio devices loud enough to disrupt the quiet use of the Library by others
- Eat in non-designated areas (covered drinks allowed in all areas)
- Harass patrons or staff, or act in any disorderly manner
- Use obscene or abusive language
- Violate posted computer usage rules
- Smoke, chew, roll or otherwise use tobacco on Library property or smoke within 25' of any entrance door (per city ordinance) or on Library property.
- Damage, steal or misuse Library property
- Sleep, solicit, or block aisles, entryways or exits
- Interfere with other library patrons' use of the facilities through extremely poor personal hygiene or exhibit signs of contagious illness
- Use restrooms for bathing or washing clothes
- Put feet on chairs or tables or rearrange furniture
- Be under the influence of alcohol or drugs, or engage in any manner of substance abuse
- Bring firearms or any other weapons into the Library
- Leave children under the age of eight or dependent persons unattended
- Bring pets or other animals into the Library except prescribed and trained service animals (**dogs and trained miniature horse only**) with all required licensing, permits, and vaccinations
- Go barefoot or shirtless or cover head or face with hoods or masks
- Run, skateboard or rollerblade through the Library, or bring bicycles into the Library
- Engage in any other conduct which:
 - Is inconsistent with the purpose of the Library
 - Disrupts the orderly operation of the Library
 - Interferes with the use of the Library by others

GUIDELINES FOR PERSONAL BELONGINGS

Patrons **MAY NOT** do any of the following:

- Bring into the Library more than two bags, maximum size 12" by 18" by 20", plus one small personal bag such as a purse, laptop or briefcase (total of 3 bags)
- Bring into the Library oversize items such as bedrolls, duffle bags, large suitcases, four-wheel shopping carts or large plastic bags
- Leave bags and other personal items unattended. Unattended items are subject to confiscation. The Library is not responsible for personal items that are lost, stolen or damaged in or on the grounds of the Library.

**IMPROPER OR ILLEGAL BEHAVIOR IN THE LIBRARY AND ON THE LIBRARY GROUNDS IS PROHIBITED.
IF YOU ENGAGE IN SUCH BEHAVIOR, YOU WILL BE ASKED TO LEAVE.
THE POLICE MAY BE CALLED. YOU MAY BE PROSECUTED.**

**YOUR SAFETY AT THE LIBRARY IS IMPORTANT.
IF PROBLEMS ARISE, PLEASE GO TO STAFF FOR ASSISTANCE.**