



Rules of Conduct

THE LIBRARY IS COMMITTED TO BEING A SAFE AND WELCOMING PLACE

The Portland Public Library is committed to being a safe and welcoming place for reading, learning, exploring ideas, creating, and engaging in Library activities. Visitors are expected to comply with the following rules of behavior in sharing the public space. We will be vigilant to restrict any behavior that we deem to be threatening or disruptive.

Act legally and ethically

Acting or attempting to act in violation of state, federal, or local law, ordinance, or regulation, or Library policy is prohibited. We will ask you to leave if we deem your behavior as threatening in any way.

- Do NOT threaten, disrupt, or harass other patrons or staff, or act in any disorderly manner
- Do NOT bring knives or other unlawful weapons or items of a dangerous nature into the Library. No weapons are permitted in the Children's or Teen Library spaces. Handling or displaying any legal weapon on library property may be considered a threat.
- Do NOT use obscene, harassing, abusive, or threatening language
- Do NOT damage, steal or misuse Library property
- Do NOT smoke, vape, or handle tobacco on Library property or within 25' of entrance doors (per City ordinance)
- Do NOT be under the influence of alcohol or drugs, or engage in any manner of substance abuse

Be considerate of others and communicate with respect

Disrupting or interfering with normal operation of the Library, its staff, or other users is not tolerated. This includes unreasonable noise, loud talking, and playing audible devices.

- Share the space: "Share the Chair" signs indicate popular areas limited to 90-minute use.
- Do not talk, use cell phones, or play personal audio devices loud enough to disrupt the quiet use of the Library by others
- Do not interfere with other library patrons' use of the facilities through extremely poor personal hygiene or signs of contagious illness

Use spaces and resources as they are intended

Comply with special posted rules that are specific to areas of the library (e.g., public computers)

- Smoking, sleeping, or improper use of restrooms is not permitted.
- No soliciting, or blocking aisles, entryways or exits
- Food is only allowed in the Atrium and designated areas. Covered beverages are allowed throughout the library. Clean up your work space when you leave.
- Use restrooms as intended, not for bathing or washing clothes
- Keep feet off chairs or tables and please do not rearrange furniture
- Shoes and shirts are required; do not cover head or face with hoods or masks
- Do not run, wheel, or ride inside the Library
- Licensed service animals (dogs only), that are vaccinated and trained for assistance, are allowed in the library. Service animals must be on leash at all times. No other animals are allowed unless as part of a pre-approved library program.
- The Library is not responsible for personal items that are lost, stolen or damaged on the grounds of the Library. Unattended items are subject to confiscation. No oversize items such as bedrolls, large suitcases or bags (maximum 3 items, 12"x18"x20"). You must keep your items with you at all times.

Always accompany your children

Children under 8 or dependent persons must be in the company of a parent, guardian, or other caregiver 18 years or older who must be present at all times.

IMPROPER OR ILLEGAL BEHAVIOR IN THE LIBRARY AND ON THE LIBRARY GROUNDS IS STRICTLY PROHIBITED. IF YOU NOTICE ANY PROBLEMS, PLEASE GO TO STAFF FOR ASSISTANCE. IF YOU ENGAGE IN PROHIBITED BEHAVIOR, YOU WILL BE ASKED TO LEAVE. THE POLICE MAY BE CALLED. YOU MAY BE PROSECUTED.



Rules of Conduct

Rules Regarding Firearms

The following Portland Public Library locations are within 1000 feet of a public school and therefore are within a **gun free school zone**, according to 18 U.S.C. § 922:

- Main Library
- Burbank Branch Library
- Riverton Branch Library
- Bookmobile, when on or near school property

Consequently, firearms that have moved in or otherwise affected interstate commerce are prohibited in the above-listed locations, except as follows:

- If the individual possessing the firearm holds a valid and unexpired Maine permit for the firearm, and the permit required State of Maine or local law enforcement authorities to verify that the individual is qualified under the law to receive the permit.
- If the firearm is not loaded and is stored in a locked container and remains stored for the duration of the individual's visit.
- If the individual possesses the firearm for use in a program approved by the school in the school zone.
- If the individual possesses the firearm pursuant to a contract entered into between the school in the school zone and the individual or the employer of the individual; and
- If the individual is a law enforcement officer acting in his or her official capacity.

If Library Administration or Security Staff in one of the above-listed Library locations becomes aware of or is otherwise notified that a visitor is in possession of a firearm, the staff person is authorized to request police assistance. With the help of the police, Library Administration will determine if the individual meets one of the above-listed exceptions and/or is not subject to these firearm rules because his or her firearm did not move in or otherwise affect interstate commerce.

Visitors will be required to provide adequate proof (as determined by Library Administration, in consultation with assisting police) that the individual meets the exception. Visitors may be asked to wait outside of the library location until the Library and the Police have determined whether they may remain within the library location while in possession of a firearm.

Each of the above-listed Library locations will post notices informing visitors that said locations are within a gun-free school zone.

Nothing within this section negates any of the other rules of behavior listed above, which remain in full force and effect.