

Code of Conduct
East Bonner County Free Library District

Policy Statements

It is the policy of the East Bonner County Free Library District to establish and maintain a safe, healthy and barrier-free environment that promotes its educational role and permits the peaceful, undisturbed use of library collections and services by patrons.

The right of all patrons to peaceably access library facilities, collections and services shall not be abridged.

It is also the policy of the District to maintain and protect the public investment in the library system.

Prohibited Behaviors

Behaviors conflicting with these policies, including but not limited to those listed below are prohibited.

The Library Environment

- 1) Causing any disturbance that may interfere with library activities, access, or use. Examples include loud talking, screaming, swearing, running, throwing things, pushing or shoving, or playing audio equipment loudly.
- 2) Refusing to wear a CDC approved face covering whenever face masks are required.
- 3) Rollerblading, skateboarding, skating or sledding on District property. Inappropriate use of scooters, bicycles or other equipment or vehicles.
- 4) Verbal abuse, threats, acts of violence, stalking or any form of harassment.
- 5) Sexual misconduct such as exposure, solicitation, inappropriate touching, or sexual harassment.
- 6) Smoking in buildings or within 25 feet of entrances or exits. Using e-cigarettes or smokeless tobacco while in District facilities.
- 7) Consuming alcohol on District property unless specifically authorized by the Board of Trustees.
- 8) Unauthorized solicitation.
- 9) Unauthorized posting or distribution of materials on District property.
- 10) Bringing animals into District facilities, other than service animals, or animals authorized by a library representative.
- 11) Engaging in any unlawful activity.
- 12) Interfering with the daily duties of library staff.

13) Failing to comply with the “Internet Acceptable Use Policy.”

Use and Protection of the Collections

14) Removing or attempting to remove library materials, equipment or property without proper checkout or other authorization.

15) Failing to renew or return library materials when due. (See sanctions.)

16) Concealing library materials to prevent use by others.

17) Damaging or defacing library materials. Examples include marking, underlining, removing pages or portions of pages, or removing theft prevention devices.

18) Failing to adhere to copyright laws.

19) Eating or drinking except in meeting rooms or other designated areas.

Use and Protection of District Property

20) Vandalizing, defacing, or theft of District property, or property belonging to other library patrons.

21) Opening emergency exits, except in emergency situations. Activating emergency devices such as fire alarms and fire extinguishers.

22) Circumventing computer management software. Hacking or deleting library computer files. Introducing malicious software into the District’s network.

23) Being in unauthorized areas of the library. Remaining in the facility after closing, or when instructed to leave library property by authorized personnel.

Library Charges and Fees

24) Failing to pay properly assessed library charges or fees. (See Sanctions.)

Sanctions

Failure to return library materials is petit theft under Idaho Code 33-2620 and is punishable as provided by law.

Violation of this Code of Conduct will result in disciplinary action up to and including legal trespass. Law enforcement or social service agencies will aid in enforcing the Code when necessary.

Violators may be prosecuted.

Adopted 7-9-01
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Board of Trustees
East Bonner County Free Library District