



Patron Code of Conduct Policy

Date Adopted:

Dates Amended: July 2024

To allow all patrons of the Gardiner Library to use its facilities to the fullest extent during regularly scheduled hours, the Library Board of Trustees has adopted the following rules and regulations.

Entering the library signifies agreement with these rules and regulations. Enforcement of this policy will consist of the library staff giving the patron violating this policy a verbal warning. If the patron continues to violate this policy, they will be asked to leave. Finally, if a patron refuses to leave, the State Police will be notified and the offender may be prosecuted for trespassing.

When the library is operating under duress due to a national or local emergency, protocols will be established and communicated to the public in compliance with relevant laws, Executive Orders, public health and safety guidelines.

Disruptive or unacceptable behaviors include, but are not limited to:

- Engaging in loud or offensive conversation or rowdy behavior.
- Annoying or harassing behavior, with or without the intent to disturb others, including use of personal stereos. Headphones must be used at all times and the volume must be inaudible to others.
- Abusive speech or action toward library staff or other patrons.
- Damaging, defacing, or misusing library materials, equipment or facilities. The library and its contents belong to the citizens of Gardiner. Patrons damaging the library facility or its contents will be held responsible for necessary replacement or repair. If the patron is a minor, parents or guardians will be held responsible as provided by the law.
- Loitering or sleeping.
- Relocating library furniture or equipment without the permission of library staff.
- Soliciting, selling of any kind, or distributing leaflets not specifically approved by the director.
- Posting notices without prior approval of the Library Director.



- Possessing or using alcohol, tobacco products or controlled substances on library premises.
- Individuals who are under the influence of alcohol or drugs are prohibited from using the library.
- Holding unauthorized or unscheduled group meetings or group conversations.
- Blocking or interfering with the free movement of individuals.
- Using restrooms for meetings, loitering, solicitation for immoral purposes, for the consumption of alcohol or controlled substances.
- Refusal to produce proper identification if requested by a staff member may result in immediate eviction. The library reserves the right to inspect the contents of any bag, knapsack, briefcase, etc.
- Entering the library's staff areas, except on approval by library personnel.
- Individuals with offensive body odor leading to complaints from other library users and/or staff will be required to leave.

Patrons shall:

- Turn off cell phone ringers and if using a cell phone in the library speak quietly enough not to disturb others
- Wear shoes and shirts at all times.
- Only bring pets or animals into the Library that are guide dogs, therapeutic animals licensed by New York State or as part of an approved Library program.
- Photograph or make an audio or visual recording of patrons or staff only with the person's permission.
- Not use or possess firearms and/or dangerous weapons of any type on Library property, with the exception of law enforcement officers authorized by law to do so. This is in accordance with Legislation (S.51001/A.41001) which restricts the Carrying of Concealed Weapons in a List of Sensitive Locations which include libraries.
- Patrons are required to wear face coverings inside the library when the library is transitioning to a complete reopening after a pandemic or other emergency closure which requires face coverings for the safety of the staff and patrons as recommended or required by the CDC. Patrons under 2 years old are not required to wear a face covering. People who cannot wear a face covering for medical reasons will not be allowed to enter the library but will be served curbside by library staff.



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- Patrons are required to maintain the social distancing requirements posted in the library when the library is transitioning to a complete reopening after a pandemic or other emergency closure which requires space between people for the safety of the staff and patrons