

**BERKELEY PUBLIC LIBRARY
POLICIES**

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BOLT Resolution #:	R18-016
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SUBJECT: Rules of Use Policy

Berkeley Public Library seeks to create a welcoming and safe environment for Library patrons. The Rules of Use are designed to ensure the safety and comfort of all Library patrons and staff. All Berkeley Public Library facilities are City of Berkeley property regulated by City of Berkeley Administrative Regulation 1.15 (Posting and Enforcing Rules for Visitors to All City Buildings).

There are two types of violations of the Library's Rules of Use:

- *Disruptive behavior* that will result in an immediate warning by staff to change behavior.
- *Significant violations* that will result in immediate suspension of Library privileges

Disruptive Behavior

Any behavior that interferes with the reasonable use and operations of the Library is not permitted. Violators will be made aware of the violation and will be asked to change behavior. Failure to heed staff's warning may result in the immediate suspension of Library privileges. Continued disruptive behavior violations may result in longer suspensions. Examples of disruptive behavior include the following:

- Refusal to follow reasonable direction from Library staff or security guards.
- Unreasonable or excessive noise that disrupts other patrons or staff.
- Use of the Library computers in a way that interferes with a safe, welcoming, comfortable environment for other patrons & staff.
- Monopolization or blocking of Library space, aisles, ingress, egress, resources, equipment, or furniture. Examples include lying on floors or other surfaces, bringing in excessive personal materials (greater than 16"x18"x24"), or leaving personal items unattended.
- Sleeping. As a safety check, Library staff will attempt to wake patrons who appear to be unconscious or asleep.
- Exuding offensive, pervasive odors. This includes any odor that creates a nuisance to other patrons or staff, such as food odors or pervasive fragrances caused by perfume or other scented products.
- Riding skates, scooters, skateboards, or other similar devices on Library property; bicycles are not permitted inside the library.
- Inappropriate use of restrooms, including washing clothes or bathing.
- Smoking in the Library or within 25 feet of doors and windows.
- Failing to wear shoes, shirt/top, and skirt/pants.
- Failing to abide by posted notices regarding reserved seating or other reserved spaces.
- Leaving a child (7 and under) unattended by a parent or other responsible caregiver.
- Fraudulent use of another's Library card.
- Bringing animals into the Library unless they are service animals authorized by law.
- Petitioning or soliciting.
- Possessing, consuming, or being under the influence of alcohol, marijuana, or illegal drugs.
- Food consumption is restricted to special events and/or designated spaces. Beverages with secured lids are permitted.

Significant Violations

Significant violations may result in the immediate suspension of Library privileges for a week or longer. Examples include:

- Engaging in any illegal activity.
- Harassing, fighting, assaulting, or threatening people.
- Engaging in or soliciting any sexual act.
- Theft, damage, or destruction of Library property or the property of others.
- Carrying weapons of any type.
- Entering into staff areas for the purpose of burglary or intimidation, or without staff approval or knowledge.

Suspensions

Patrons who are suspended are not permitted to use Library services or enter onto Library property. Please see the Library's Suspension Policy for details.

Reviewed by:	<u>Jeff Warr</u>	<u>4/11/18</u>
	Acting Director of Library Services	Date
Approved by:	<u>Diane Lee Dunaway</u>	<u>4/11/2018</u>
	President, Board of Library Trustees	Date