



## Rules of Conduct Policy

### Introduction

The following Rules of Conduct guide staff in creating and enforcing an environment that encourages all patrons to use Otis Library in a safe and respectful manner. Patrons are expected to conduct themselves accordingly

### Examples of behaviors and activities prohibited at Otis Library:

- Acts that are subject to prosecution under criminal or civil codes of law, including but not limited to drunkenness or evidence of substance abuse; sexual misconduct; damaging, destroying or unlawfully removing library property; and trespassing in non-public areas of the Library;
- Possession of weapons, including those covered by concealed carry laws. Harassing, abusive, or threatening behavior, staring, swearing, salacious remarks, provocative gestures or noises;
- Misuse or unauthorized use of library cards or any library property
- Failure to wear proper attire, including shirts and shoes; refusal to remove hoods;  
Bodily hygiene so offensive as to constitute a nuisance to others;
- Bathing, washing clothes, shaving;
- Use of any tobacco products, including vaping;
- Consumption of food and beverage in proximity to electrical devices, including computers;
- Soliciting of any kind
- Interviewing, polling, or conducting surveys unless authorized in writing by Otis Library;
- Leaving unattended children or individuals requiring care or supervision.
- Leaving personal property unattended or abandoned.
- Animals other than service animals or those participating in a library-sponsored program;

*The above statements are examples of prohibited behavior and are not all-inclusive. Library staff will determine the seriousness of the offense and are empowered to require the offending individual(s) to leave the library, ban the individual(s) from library property, and/or call the police.*