

**MOFFAT LIBRARY OF WASHINGTONVILLE  
RULES OF BEHAVIOR FOR USE OF LIBRARY FACILITIES POLICY**

**Library Mission Statement:**

“The mission of the Moffat Library of Washingtonville is to offer our collection and services as a source of information, education, enlightenment and entertainment to all members of our community.”

A public library is created for the use of everyone in the community. The public library provides a place for reading, study and enrichment. All staff members have the responsibility to keep the Library as pleasant an environment for the public as possible. This includes discouraging and handling behavior that disrupts others.

Any patron not abiding by these or other rules and regulations of the Library shall be required to leave the Library premises. Library employees shall contact the Washingtonville Police for assistance if deemed necessary. Any patron who violates Library rules and regulations shall be denied the privilege of access to the Library.

All staff members have the right to deny access to the Library if, in their judgment, Library policies have been abused. Access to the Library may be reinstated at the Library Director’s discretion.

**LIBRARY RULES OF CONDUCT**

***Purpose:***

The Moffat Library of Washingtonville's behavior rules have a threefold purpose: to protect the rights and safety of library patrons, to protect the rights and safety of staff members, and to preserve and protect the library's materials, facilities and property.

***Definitions and Scope:***

These behavior rules shall apply to all buildings, interior and exterior, and all grounds controlled and operated by the Moffat Library of Washingtonville (such buildings and grounds are hereafter referred to as the "premises") and to all persons entering in or on the premises.

Persons who violate these rules may be ejected from the premises and excluded from all library premises for the period of time listed below.

Library users and staff members may not engage in:

1. Committing or attempting to commit any activity that would constitute a violation of any federal, state or local criminal statute or ordinance.

2. Engaging in sexual conduct, as defined under **NYS Penal Law 235.00**, including, but not limited to, the physical manipulation or touching of a person's sex organs through a person's clothing in an act of apparent sexual stimulation or gratification.
3. Being under the influence of any controlled substance or intoxicating liquor. Controlled substance is defined in **NYS Public Health Law 3306**.
4. Possessing, selling, distributing or consuming any alcoholic beverage or controlled substance, except (in the case of alcoholic beverages only) as allowed at a Library-approved event.
5. Engaging in conduct that disrupts or interferes with the normal operation of the Library, or disturbs staff members or patrons, including, but not limited to, conduct that involves the use of abusive or threatening language or gestures, conduct that creates unreasonable noise, or conduct that consists of loud or boisterous physical behavior or talking.
6. Using Library-owned materials, equipment, furniture, fixtures or buildings in a manner inconsistent with the customary use thereof; or in a destructive, abusive or potentially damaging manner; or in a manner likely to cause personal injury.
7. Disobeying the reasonable direction of a Library staff member, Library security officer or officer of the law.
8. Soliciting, petitioning, distributing written materials or canvassing for political, charitable or religious purposes inside a Library building, including the doorway or vestibule of any such building or in a manner on premises that unreasonably interferes with or impedes access to the Library.
9. Interfering with the free passage of Library staff or patrons in or on the Library premises, including, but not limited to, placing objects such as bicycles, skateboards, scooters, backpacks or other items in a manner that interferes with free passage.
10. Placing personal belongings on or against buildings, furniture, equipment or fixtures in a manner that interferes with staff or patron use of the premises.
11. Bringing bicycles or other similar devices inside the premises.
12. Operating roller skates, skateboards, scooters, or other similar devices in or on the premises.
13. Parking vehicles on Library premises for purposes other than Library use. Vehicles parked in violation of this rule may be towed at the owner's expense.

14. Smoking or other use of tobacco or smoking substitutes, including, but not limited to cigarettes, cigars, pipes, e-cigarettes, and chewing tobacco.
15. Eating or drinking beverages anywhere in the building, except as allowed at a Library-approved event.
16. Bringing animals on the premises (with the exception of service animals), except as allowed at a Library-approved event.
17. Violating the Library's rules for Acceptable Use of the Internet and Library Public Computers.
18. Sleeping in or on the premises.
19. Improperly using Library restrooms for the purpose of, including, but not limited to, bathing, shaving, washing hair and changing clothes.
20. Using personal electronic equipment at a volume that disturbs others, including, but not limited to, pagers, stereos, headphones, televisions and cellular telephones.
21. Leaving one or more children under the age of ten (10), who reasonably appear to be unsupervised or unattended, anywhere in or on the premises. Please see the Library's *Unattended Children/Minors Policy* and *Children's Programs Policy* for full regulations.
22. Entering the premises with bare feet, bare-chested or wearing clothing that insignificantly ensures the modesty of the wearer.
23. Disturbing others because of offensive body odor or poor hygiene.

***Consequences:***

Any person who violates rules 1-4 while in or on the premises will be immediately ejected and excluded from all Moffat Library of Washingtonville premises without first being given a warning. Any person so excluded shall lose all Library privileges for a period of up to three years, and the incident will be reported to the appropriate law enforcement agency.

Any person who violates rules 5-17 while in or on the premises will be given up to one warning at the discretion of Library staff; then the person will be asked to leave the premises for the day. Subsequent offenses by that person will result in that person's immediate ejection and exclusion

from all Moffat Library of Washingtonville premises. Any person so excluded shall lose all library privileges for a period of up to one year.

Any person who violates rules 18-21 while in or on the premises will be given up to two warnings at the discretion of Library staff; then the person will be asked to leave the premises for the day. Subsequent offenses by that person will result in that person's immediate ejection and exclusion from all Moffat Library of Washingtonville premises. Any person so excluded shall lose all Library privileges for a period of up to six months.

Any person who violates rules 22 and/or 23 while in or on the premises will be excluded from the premises until the problem is corrected.

The Library assumes no responsibility for lost or stolen property. After 30 days all items are donated to charity.

*Approved 12/11/1996  
Revised on 12/28/2017  
by the Board of Trustees  
of the Moffat Library Of Washingtonville*