

Policy Objective: All persons have free and equal access to the Matilda J. Gibson Memorial Library, its facilities and services during its regular business hours. This policy is to affirm the rights of all people to free and equal access to information and use of the library without discrimination, intimidation, threat of harm, or invasion of privacy.

This policy has a threefold purpose: to protect the rights and safety of library patrons and volunteers, to protect the rights and safety of staff members, and to preserve the library's materials, facilities, property, and grounds.

We expect our patrons to:

1. Respect other patrons and staff.
2. Respect library property, equipment and materials.
3. Obey the law.
4. Cooperate with requests from staff.

The following behaviors and activities are not allowed:

1. Any activity that unreasonably interferes with others' use and enjoyment of the library or with the functioning of library staff. Examples include, but are not limited to:
 - Creating unreasonable noise that interferes with others' use and enjoyment of the library.
 - Use of profane or aggressive language and/or gestures and excessive displays of affection.
 - Soliciting, petitioning or panhandling.
 - Monopolizing library equipment or property.
 - Bringing animals to the library except for service animals necessary for those with disabilities.
 - Dressing inappropriately, e.g. not wearing shirts or shoes.
2. Using library privileges, materials, equipment, fixtures, furniture, buildings or grounds in any manner other than intended. Examples include, but are not limited to:
 - Using skateboards, inline skates, roller skates or shoes with wheels in the library or on steps, ramps, railings, or pavilion.
 - Using bathrooms for unreasonable or unintended purposes including bathing and laundering.
 - Consuming food or drinks of any kind around library computers and equipment. Beverages with lids are permitted in other areas of the library, and dry, snack-type food is allowed in the library entryway and as part of library programs.
 - Depositing litter anywhere other than in garbage receptacles provided.
3. Any observable behavior that is prohibited by law. Examples include, but are not limited to:
 - The use of tobacco products or electronic smoking devices on library premises, including the library building, grounds, pavilion, parking lot, and contiguous

sidewalks. This complies with the Iowa Smoke Free Air Act in Iowa Code.

<https://smokefreeair.idph.state.ia.us/>

- Engaging in sexual harassment or other verbal or physical conduct of a sexual nature.
- Indecent exposure.
- Consuming, possessing or being under the influence of illicit or intoxicating substances on library property. Alcohol is prohibited except for library-sponsored programs or Friends of the Library or Library Legacy Committee events.

4. Ignoring requests or disobeying the direction of a library staff member. Examples include, but are not limited to:

- Failure to exit at closing or during an evacuation.
- Not allowing belongings to be searched in order to prevent unauthorized removal of library materials and equipment.

In accordance with Iowa State Code: it is unlawful to remove library materials or hide library materials with the intent to remove such materials without properly checking them out. Reference: Iowa Code 714.5 and 808.12.

Enforcement:

Inappropriate behavior as outlined above or the commission of any crime on library property will have consequences. Customers may be asked to leave the library premises immediately. In addition, a customer may be barred from library premises temporarily or permanently depending on the severity of the offense. To enforce the policies, library staff are authorized to call for police assistance or take measures reasonably appropriate and necessary.

Adopted: November 4, 2024 (This policy supersedes previous versions dated before November 2024).

Revised: 2/1/98, 2/7/00, 2/5/01, 3/4/02, 4/4/05, 8/4/08, 6/6/11, 9/2/14, 4/4/16, 11/4/19, 5/3/21