

**Library of The Chathams**  
**Rules of Conduct**  
*Revision Adopted May 22, 2018*

Library of The Chathams is responsible for maintaining a welcoming, open atmosphere as well as a quiet, comfortable, and orderly environment. The *Library Rules of Conduct* are made to ensure such an environment, so people can use the facilities and collections to the optimum extent possible.

The following activities are not allowed in the Library:

1. Eating or drinking except in the Gallery.
2. Talking on cell phones except in the Gallery.
3. Carrying a weapon into the Library.
4. Misusing the library building (e.g., using the Library restrooms as a laundry or washing facility).
5. Leaving a child under the age of ten years unattended. All children under the age of ten years must be accompanied by a responsible person ages 13 or older at all times. Library staff members may not act in place of a parent or guardian.
6. Talking loudly, making noise, playing audio equipment or engaging in other disruptive activity.
7. Interfering with another person's use of the Library or with the Library personnel's performance of their duties.
8. Bodily hygiene that is so offensive that it interferes with another person's use of the Library or with the Library personnel's performance of their duties.
9. Offensive language to Library staff or other patrons.
10. Engaging in sexual conduct, including but not limited to public indecency, viewing obscene material, or offensive touching.
11. Threatening or physically harming Library staff or patrons.
12. Leaving belongings unattended.
13. Physical obstruction of aisles, stairs, elevator, or traffic corridors.
14. Failure to wear upper body clothing, lower body clothing, or shoes.
15. Wearing of wet bathing suits.
16. Bringing animals into the Library except those needed to assist with a disability.
17. Solicitation of contributions or signatures.
18. Conducting of surveys without the permission of the Library Director.
19. Failure to comply with staff instructions regarding other policies or procedures.

Violators will be subject to the following penalties:

1. For first infractions, violators will be asked to stop such actions. If they do not desist, they will be required to leave The Library for the remainder of the day.
2. For repeat offenses, the Library Director or designee may withdraw library privileges for up to 30 days.
3. On a case-by-case basis because of the serious or repeated nature of the offense, the Library Director may extend the loss of library privileges to 90 days.