

Patron Conduct Policy

The Fox River Grove Public Library District is dedicated to providing access to knowledge and information through reading, writing, and quiet contemplation, providing patrons the right to use materials and services without being disturbed or impeded, and providing patrons and employees a secure and comfortable environment. The Public Library Act provides the Board of Library Trustees with the general power to carry out the spirit and intent of the Act in establishing and maintaining the library and providing library services and the specific power to “exclude from the use of the library any person who willfully violates an ordinance or regulation prescribed” (75 ILCS 5/4-7).

GUIDELINES FOR APPROPRIATE CONDUCT

To ensure that all patrons may have considerate use of the Library, appropriate behavior is expected. Violation of any of the following rules will result in a warning and/or expulsion from the property. When necessary, the police will be contacted. All staff members have the authority to carry out all powers of this policy.

1. No conduct that is disruptive to the operation of the Library or threatening to patrons, staff, or Library property is allowed at any time.
2. Covered drinks and dry foods are permitted, if not emitting a strong odor.
3. No smoking indoors or within 15 feet from any entrance.
4. No theft or destruction of Library property.
5. No parking bicycles or other vehicles in a manner that blocks or hinders entry to the Library.
6. No animals will be allowed in the Library except for certified service animals or animals that are part of a scheduled Library program.
7. Cell phones and electronic devices are permitted in the Library. However, use cannot disturb other patrons, so use outside of the Library is encouraged.
8. Anyone who has a fever, vomiting, or other symptoms of infectious or communicable disease should not enter the Library and shall not return for at least 24 hours after such symptoms resolve.
9. All patrons shall remain fully clothed at all times while on Library premises, including shirt, pants, and shoes.
10. If any patron emits such a strong odor that others may be affected, they may be asked to leave the Library.
11. Patrons shall not enter staff spaces or go behind circulation desks.

See the Library’s Youth Services Conduct Policy for additional guidelines.

GUIDELINES FOR DISCIPLINE IMPLEMENTATION

The Board of Trustees of the Fox River Grove Public Library District implements this conduct policy as follows:

1. A patron of any age who is talking loudly enough to disturb other patrons or is engaging in any activity that disturbs other patrons or staff, or is damaging

- Library materials or facilities, will be asked to show identification and desist from such activity immediately.
2. If, following the request, the patron refuses to comply, or responds to the request in an abusive fashion, they will be required to leave the Library premises immediately for the rest of the day. If they fail to do so, the police will be contacted.
 3. In such instances involving minors without a caregiver present, Library staff will attempt to notify a parent or guardian.
 4. Library personnel will record instances in which patrons are required to leave the Library. Upon the third recorded instance in which a patron is required to leave the Library premises, the Director shall bar the patron from use of Library premises for a period of thirty (30) days. If possible, parents or guardians of minors will be notified in writing after the first recorded instance in which a minor is required to leave the Library and advised of the consequences of any further recorded instances. Further incidents may result in loss of Library privileges.
 5. If a patron's behavior is deemed egregious, or if a patron persists in abusive conduct or disruptive behavior following a period of exclusion, the Director shall report to the Board of Trustees such conduct for the Board to consider a long-term exclusion of the patron.
 6. Persons wishing to appeal such action may do so upon written request to the Board of Trustees.