

The Gloversville Public Library encourages people of all ages to visit the Library. Those using the Library and its resources have the right to expect a safe and comfortable environment that supports appropriate Library services.

Library patrons must engage in activities associated with the use of the Library's programs and services. Those who do not may be required to leave the building.

To ensure the security and comfort of people entering and exiting the building, people are not allowed to congregate at or near the entrances. Blocking the entrances is not permitted.

For the safety of all, roller-skating, rollerblading, and skate boarding are not permitted on the grounds or in the building. In addition to roller skates, roller blades and skateboards, bicycles and scooters are also not allowed in the building. A bike rack is provided outside the Library for patrons' convenience. Patrons are encouraged to use bike locks since the Library is not responsible for any stolen property.

Proper attire, including shirts and shoes, must be worn by anyone entering the Library.

People using the Library must respect the rights of all other people using the Library; therefore, Library patrons are expected to conduct themselves in an orderly and considerate manner, and in compliance with all local, state, and federal public health and safety mandates (including, but not limited to, face mask requirements). Any behavior that disrupts the orderly use of the Library is prohibited, including behavior that constitutes a nuisance or presents a safety and/or security hazard or affects the ability of the Library staff to provide service to its patrons.

The Gloversville Public Library, pursuant to NYS S.51001, prohibits the carrying of any firearm or handgun (concealed or open-carry) on any library property. This prohibition does not apply to on-duty law enforcement officers.

Other prohibited behaviors, activities or conditions include, but are not limited to: soliciting; sleeping; loitering; intoxication; use of tobacco, vaping and related products (see *Tobacco Use Policy*); littering; making excessive noise; using offensive language; eating more than a small snack; drinking from an uncovered container; talking on a cell phone; behaving in a manner which unreasonably interferes with other patrons' use of the Library.

Animals are not permitted in the Library with the exception of service dogs and those animals which have been brought in for a special purpose which has been pre-approved by the Library Director.

Patrons may not deface, mar, or in any way destroy or damage Library materials, furnishings, walls, machines, or any other property either inside or outside the Library. Furniture may not be moved and windows may not be opened by patrons.

Any Library materials removed from the building must be checked out on a valid Library card and returned by the item's due date. Unauthorized removal of any Library or personal property is illegal and will be prosecuted to the full extent of the law. Replacement costs will be charged for lost and/or damaged materials. (see *Patron Borrowing Policy*).

Patrons who violate any of these guidelines will be given notice of this policy. A violation may result in a patron's expulsion from the Library, suspension of Library privileges, criminal prosecution or other legal action as appropriate.

### **Child Behavior and Supervision**

The Library Board and staff are eager for children to use the Library and welcome those who do

so. Service to children is an important part of the Library's mission. The Library is free and open to unaccompanied children who exhibit, through their behavior onsite, that they are independent enough to use its resources for recreation, information, and education.

Parents should be aware, however, that the Library is a public building open to all individuals. It is not the Library staff's function or purpose to provide supervision or to care for children. Staff will not monitor children leaving the Library.

Therefore, it is the Library's policy that children up to age seven (7) and younger must have a parent, guardian, or caregiver (age 13+) in their immediate vicinity. An exception is made for children attending any chaperoned Library programs.

Children ages eight (8) through 17 may use the Library on their own. They are, however, expected to adhere to the same standards of conduct expected of adults. All Library users are required to respect Library property and to act in a manner appropriate to the use and function of the Library. Children who do not use the Library appropriately or who require excessive staff attention or supervision will be informed of the rules. If inappropriate behavior continues, the child[ren] will be asked to leave the building and an effort will be made to contact the parent, guardian, or caregiver. If the responsible party is unable to retrieve the child[ren], or if otherwise necessary, the police will be contacted.

Parents, guardians and caregivers are expected to be aware of the opening and closing times of the Library, bearing in mind that these can and do change. Furthermore, power failures or other emergencies can occur and may require unexpected closing of the building. Since children left alone outside the Library could be vulnerable, every effort will be made to contact the parent, guardian, or caregiver prior to closing. If, however, a child is left unattended at the Library after closing time or as the result of an emergency closing, the police will be called. Under no circumstances will a staff member transport children to another location.

Adopted January 17, 2006 by the Board of Trustees of the Gloversville Public Library

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