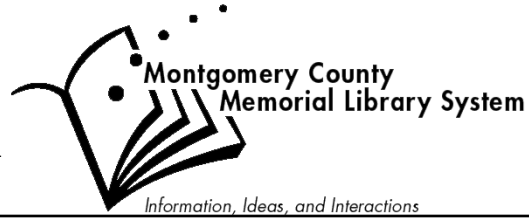


# Patron Code of Conduct



## Policy Statement

Montgomery County Memorial Library System strives to provide a safe and positive experience for all library users. The library supports the rights of all individuals to have a clean, comfortable and pleasant environment and to use the Library undisturbed without the threat of harm, invasion of privacy, interference or discrimination.

Behavior that interferes with a person's reasonable use of the Library or with staff's performance of library business, that could or does result in injury to an individual or others, or that could or does result in damage to property shall not be permitted in the Library.

1. The Montgomery County Memorial Library System is designed for the use of all members of the public. Patrons are expected to observe the rights of other patrons and staff members to use the Library for its intended purpose. This includes observing all Library Policies as well as all Federal, State and Local laws.
2. The care and behavior of minor children or other person in need of supervision who are visiting the Library is the responsibility of the parent/guardian. Parent are advised that children under the age of 13 may not be left unattended in the Library.
3. Physical or verbal abuse or harassment of other patrons or Library staff is prohibited. Amorous activity which borders on indecency is prohibited.
4. Except to the extent permitted by law, weapons shall not be brought into the library. Any object judged potentially dangerous by staff will be considered a weapon.
5. Smoking, including the use of electronic smoking devices, and the use of chewing tobacco are not permitted in the library or outside within 20 feet of the entrance.
6. Loud or boisterous talking, laughing or other noise which interferes with quiet study of other library users is not permitted.
7. Unruly, offensive behavior and obscene language are prohibited at all times.
8. Food and drinks are not permitted in the computer areas, Computer Labs or Genealogy Department. Dry snack food and covered drinks may be consumed in other areas of the building.
9. Shirts and shoes must be worn in the Library.
10. Patrons must keep personal belongings with them at all times. The Library is not responsible for unattended personal belongings. Unattended items will be removed by Library staff.
11. For sanitary reasons, sleeping bags, bed rolls and frame backpacks are prohibited in library buildings.
12. Public restrooms are not to be used as bathing facilities.
13. Sleeping (except for small children) is not permitted in the Library.
14. No animals shall be brought into the Library, except for trained guide animals and those involved in special programming.
15. Persons under the influence of alcohol or drugs are not permitted in the Library.
16. No person or personal belongings shall obstruct Library entrances, exits, aisles or program areas in any manner which impedes or restricts public access or presents a safety hazard. Personal belongings may not obstruct free movement in aisles or use of library facilities or equipment.
17. Solicitation or distribution of unauthorized materials will not be allowed in the Library. Soliciting or collecting funds (except for the staff's collection of overdue fines, fees and library donations) is prohibited. Selling or offering to sell is prohibited. Library support organizations may conduct commercial transactions supporting Library purposes in locations authorized by Library staff.
18. Behavior related to the use of computers and the study rooms must comply with the procedures posted in the appropriate areas.
19. Photographing, filming or recording of any type of library programs or facilities, library staff members or library patrons without prior permission from the Library Director is prohibited.
20. Materials taken from the Library that have not been properly checked out will be considered Library theft.
21. Defacing of Library property is prohibited. The mutilation of Library materials or the annotations, highlighting, marking or disfiguring of pages, abuse or vandalism of Library furniture, facilities or equipment is prohibited.
22. Persons whose personal hygiene or odor problems are so offensive so as to interfere with other patrons' use of the Library may be asked to leave.
23. After proper warning to desist, Library staff may exclude for the duration of the business day any person violating these rules and standards.
24. Staff may call the police if necessary to enforce sections of the *Texas Penal Code* dealing with assault, battery, child abandonment and unacceptable conduct.
25. The Library Director may temporarily or permanently suspend any person's use of the Library for repeated violations to this policy.