

Regulation and Penalty	Offenses	Warning First	Rest of Day	1 Day	7 Days	30 Days	90 Days	6 Months	1 Year	File Police Report	Call 911
Basic Regulations		Repeat more than once -banning more severe									
Not wearing shirts and shoes	1st	X	X								
	Repeat				X						
Not using cell phone in designated area	1st	X									
	Repeat		X								
Food other than peanut-free, dry snacks and covered drinks	1st	X									
	Repeat				X						
Using seating areas to eat meals	1st	X									
	Repeat				X						
Illegal Activities											
1. Visible impairment/possession and use of illegal substances	1st								X	X	X
	Repeat								X	X	X
1. Visible intoxication/consumption of alcohol	1st								X	X	X
	Repeat								X	X	X
2. Smoking in building and near entrances	1st							X			
	Repeat								X		
3. Indecent exposure, sexual activity	1st								X	X	X
	Repeat								X	X	X
4. Offensive weapons	1st								X	X	X
	Repeat								X	X	X
5. Theft, vandalism of library, staff, and user property	1st								X	X	X
	Repeat								X	X	X
6. Criminal trespass, including entry while banned	1st								X	X	X
	Repeat								X	X	X

Regulation and Penalty	Offenses	Warning First	Rest of Day	1 Day	7 Days	30 Days	90 Days	6 Months	1 Year	File Police Report	Call 911
Harmful, Disruptive, or Destructive Behavior	Repeat more than once -banning more severe										
1.a. Harassment-Loud, abusive language	1st	X	X								
	Repeat				X						
1.a. Harassment-Threatening, insulting language	1st					X					
	Repeat						X				
1.b. Harassment-Attempts or threats of physical contact	1st						X			X	X
	Repeat							X		X	X
1.b. Harassment-Physical contact	1st								X	X	X
	Repeat								X	X	X
1.c. Harassment-Following another person around the building or grounds	1st				X						
	Repeat					X					
1.d. Harassment-Disruptive or unsafe behavior	1st	X	X								
	Repeat				X						
1.e. Harassment-Committing acts that serve no legitimate purpose	1st				X						
	Repeat					X					
1.f. Harassment-Lewd, obscene words, language or pictures	1st							X			
	Repeat								X		
1.g. Harassment-Computer tampering and cyberbullying									X		
1.h. Harassment-Similar conduct not described above	1st										
	Repeat										
2. Misuse of library materials, equipment, furniture, fixtures, building	1st	X		X							
	Repeat				X						

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Harmful, Disruptive, or Destructive Behavior (cont.)	Repeat more than once -banning more severe										
3. Damage to library materials, computers, equipment, furniture, fixtures, building	1st							X			
	Repeat								X		
4. Gambling (online is okay)	1st					X					
	Repeat						X				
5. Computer use (sound/images) disturbing others (not covering pornography)	1st	X									
	Repeat				X						
6. Use of parking lot/sidewalks/grounds for recreational playground or sports activities	1st	X									
	Repeat				X						
7. Use of skateboards, skates, other sports equipment in the building	1st	X									
	Repeat				X						
8. Blocking/impeding access to walkways, common areas, and entrances physically or with large items	1st	X									
	Repeat				X						
9. Trespassing in restricted areas/no camping	1st				X						
	Repeat					X					
10. Campaigning, petitioning, survey-taking, soliciting, sales, etc.	1st	X									
	Repeat				X	X					
11. Disregarding the reasonable direction of staff	1st		X								
	Repeat				X						

Patrons shall be engaged in normal activities associated with the use of a public library while in the building. Use of the library as an adult or child daycare center will not be tolerated.
 Patrons not engaged in active reading, studying, or use of library materials for an extended period of time* will be asked to leave the building.

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Other Inappropriate Behavior	Repeat more than once -banning more severe										
1. Animals other than service animals inside/ unattended animals outside	1st	X									
	Repeat				X						
2. Excessive displays of affection	1st	X									
	Repeat				X						
3. Moving furniture without prior staff approval	1st	X									
	Repeat		X		X						
4. Noise from electronic devices with or without headphones	1st	X									
	Repeat		X		X						
5. Ringing cell phones	1st	X									
	Repeat		X		X						
6. Body odor/hygiene/infested personal effects	1st	Ban until issue dealt with									
	Repeat	Ban until issue dealt with									
7. Restrooms- shaving, bathing, laundering	1st	X									
	Repeat		X		X						
8. Sleeping	1st	X									
	Repeat		X		X						
9. Loitering	1st	X									
	Repeat		X		X						
10. Monopolizing staff time or resources	1st	X									
	Repeat		X		X						
11. Behavior disruptive/interfering with normal operations	1st	X									
	Repeat		X		X						

*An “extended period of time” shall be defined as 30 minutes. This definition will not be defeated by a person temporarily modifying his/her behavior thereby attempting to create another 30-minute period. Staff shall use the totality of the circumstances in deciding whether a library user is engaged in activities normally associated with the use of a public library.