

BRADLEY PUBLIC LIBRARY DISTRICT
PUBLIC USE OF THE LIBRARY POLICY

SECTION 6: LIBRARY BEHAVIOR

Part 2: Discipline

In carrying out the intent of this policy, library staff has the authority to:

- Impose time limits on the continuous use of library resources, including newspapers, computers, or other areas or resources when others are waiting to use these resources.
- Request library patrons furnish commonly accepted forms of identification, such as driver's licenses and student ID cards.
- Limit the number of library patrons who may sit together at a single table or carrel, in an arrangement of lounge seating, at a computer, or in a study room.

Enforcement

For first infractions, violators will be asked to stop the inappropriate behavior immediately. If the violator does not comply, he or she may be asked to leave the library for the remainder of the day. Any person may, without prior notice or warning, be asked to leave the library if his or her conduct poses a potential or implied threat to the security of any person or property on the premises, or if the person's behavior causes a significant disruption to staff or patrons. In instances involving minors, identification will be requested and the incident may be reported to the parent or guardian.

Patrons who cause repeated disturbances, violate library policies repeatedly, violate any local, state, or federal law, or create a significant problem at any one time may have their library privileges revoked or restricted at any time. The Director may bar an individual from the library for up to 30 days. For serious or repeated offenses, the Board of Trustees may extend the loss of library privileges for up to one year. In the event that the patron continues the disruptive behavior following such a period of suspension, the Board will consider a long-term exclusion of that patron. The parent or guardian of a minor will be notified of any suspension of privileges.

Grievances

Any redress for grievance regarding actions taken by library staff to enforce the rules of conduct must be submitted in writing to the Director. The Director will respond in writing. If the patron does not accept the Director's response to the written grievance, the patron may submit a written redress for grievance to the Board of Trustees. The Board of Trustees may accept or reject the grievance with a written response. The decision of the Board of Trustees is final.

Suspensions may be appealed to the Board of Trustees by a written request for a hearing submitted to the Library Director within two weeks of receipt of the notice of suspension. The hearing will be held as soon as practicable and will be subject to the applicable provisions of the Open Meetings Act. The Board of Trustees may, at its discretion, uphold the suspension or reinstate the patron's privileges. The decision of the Board of Trustees is final.

Approved: April 18, 2012