

Policy: 403.1
Subject: Patron Behavior Policy
Reviewed: 08/01/2005, 04/05/2010, 05/16/2011, 12/10/2015
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The Milford Public Library Board encourages Milford residents of all ages to visit the Library. Those using the Library and its resources have a right to expect a safe, comfortable environment that supports the Library's mission to meet the educational, informational, recreational, and cultural needs of Milford area residents. To protect all library users' right of access to the library facility, to ensure the safety of users and staff, and to protect library resources and facility from damage, the following rules and procedures have been adopted:

1) Inappropriate Library Behaviors

The following behaviors are considered inappropriate and will not be tolerated on the library premises:

- a) Defacing or destroying library property (including but not limited to library furniture, materials, or equipment)
- b) Theft of library property
- c) Improperly removing library materials or equipment
- d) Creating excessive / disruptive noise, including use of cell phones
- e) Disruptive behavior (including but not limited to running, game playing, skateboarding, yelling, climbing, throwing, etc.)
- f) Loitering
- g) Trespassing
- h) Solicitations (designated library events exempt)
- i) Consuming food or alcoholic beverage in the public areas of the building (designated library events exempt). Non-alcoholic beverages in covered containers are allowed.
- j) Smoking or use of tobacco or tobacco products, e-cigarettes, personal vaporizers, and electronic nicotine delivery systems in the building.
- k) Intoxication or being under the influence of illegal or non-prescribed drugs
- l) Abusive language and/or behavior toward staff or public
- m) Leaving children under the age of eleven unsupervised and unattended in accordance with local ordinance
- n) Violation of any federal, state, or local laws
- o) Use of illegal drugs
- p) Possession of weapons of any kind, other than those allowed under current laws
- q) Campaigning, petitioning, interviewing, survey taking within the library or within 100 feet or less of the library entrance
- r) Sleeping in the library for extended periods (ie. More than ten (10) minutes)
- s) Bringing animals into the building with the exception of service dogs or animals required for library programs
- t) Not wearing shoes/shirts in the building
- u) Refusing to properly identify oneself upon request of library staff

- v) Knowingly harass, annoy, or disturb any other person, including displaying print or nonprint materials of an offensive nature. (Harassment is defined as any verbal or non-verbal conduct which is specifically intended to frighten, embarrass, anger, annoy, or torment repeatedly and persistently the person or persons who are the object of such behavior, or which the person accused has reason to know is likely to produce such reactions, or any other communication that inflicts injury or tends to incite an immediate breach of the peace.)
 - w) Interfering with the use of the Library by other patrons, or interfering with library employees' performance of their duties
- 2) Disciplinary Action
- The following procedures may be employed by library staff when interacting with people demonstrating inappropriate behavior:
- a) Library staff will enforce the necessary procedures and will complete an Incident Report relating details of the incident.
 - b) Violation of rules cited above will subject the offender to one (1) reminder or warning from Library staff. If continued after one (1) warning, patron will be asked to leave the Library for one (1) day. The Library Director or the Director's designee may further limit or revoke the patron's Library privileges if violations continue.
 - c) Library employees will contact Milford Police if deemed necessary.
- 3) Reinstatement
- a) The patron whose privileges have been limited or revoked shall attend a meeting with the Library Director or the Director's designee to review the Library Patron Behavior Policy before the privileges may be reinstated.
- 4) Right of Appeal
- a) Patrons may appeal a decision to limit or revoke privileges by sending a written appeal to the Library Board within 10 days of the date the privileges were revoked or limited.
 - b) The appeal should be sent to the President of the Library Board of Trustees
 - c) The decision of the Library Board is final.
- 5) Applicable Michigan Laws
- On the premises of the Milford Public Library (which includes the building, parking lot, and grounds), violation of any federal or state statutes or local ordinances will also be regarded as a violation of Library rules. The following relevant laws are cited by way of illustration and not limitation:
- a) Michigan Statute MCL 397.206: Restricting the Presence of an Individual in a Public Library
- Every library and reading room established under this act shall be forever free to the use of the inhabitants where located, always subject to reasonable rules and regulations as the library board may adopt; and said board may exclude from the use of the said library and reading room any and all persons who shall willfully violate such rules.
- b) Michigan Statute MCL 750.170: Restricting the Presence of an Individual in a Public Library

Any person who shall make or excite any disturbance or contention in any ... public building...

where citizens are peaceably and lawfully assembled, shall be guilty of a misdemeanor.

c) **Michigan Statute MCL 750.364: Larceny from Libraries**

Any person who shall procure, or take in any way from any public library or the library of any literary, scientific, historical or library society or association, whether incorporated or unincorporated, any book, pamphlet, map, chart, painting, picture, photograph, periodical, newspaper, magazine, manuscript or exhibit or any part thereof, with intent to convert the same to his own use, or with intent to defraud the owner thereof, or who having procured or taken any such book, pamphlet, chart, painting, picture, photograph, periodical, newspaper, magazine, manuscript or exhibit or any part thereof, shall thereafter convert the same to his own use or fraudulently deprive the owner thereof, shall be guilty of a misdemeanor.

d) **MCL 750.391: Maliciously Injuring or Mutilating Library Books**

Any person who shall willfully, maliciously or wantonly tear, deface or mutilate or write upon, or by other means injure or mar any book, pamphlet, map, chart, painting, picture, photograph, periodical, newspaper, magazine, manuscript or exhibit or any part thereof belonging to or loaned to any public library, or to the library of any literary, scientific, historical or library society or association, whether incorporated or unincorporated, shall be guilty of a misdemeanor.