

**Watkins Glen Public Library  
Code of Conduct**

Whereas the Watkins Glen Public Library aims to be a welcoming, nurturing place for all of its visitors, and whereas certain behaviors (verbal as well as physical) cause conflict between library users, staff, or library visitors - certain behaviors will be tolerated and others will not.

**Expected Behavior**

Quiet, respectful behavior towards others is expected.

**Prohibited Behavior**

Behaviors listed below will not be permitted in the library or on its grounds. Furthermore, a range of actions will be taken to ensure that such behavior will cease - up to and including restriction from the library and its services, and/or reportage to appropriate law enforcement authorities.

- 1.) Disorderly conduct, such as fighting, yelling, using harmful or threatening language.
- 2.) Disruptive behavior (i.e. behavior that inhibits the regular library usage of other persons; including staring, following, and/or photographing without permission, or causing an offensive odor.)
- 3.) Possessing, distributing, or consuming illegal drugs or alcohol, or being under the influence of same.
- 4.) Sexual misconduct (i.e., inappropriate touching, exposure, or sexual harassment.)
- 5.) Damaging, destroying, or stealing library or personal property.
- 6.) Creating and/or displaying offensive words as respective to race, gender, sexual orientation, age, or ability.
- 7.) Smoking, or using tobacco products.
- 8.) Spitting.
- 9.) Failure to comply with staff directions or written library policies.
- 10.) Eating, and/or drinking from open containers.
- 12.) Entering staff-only areas, or entering the library when it is closed.
- 13.) Selling or soliciting.

**Appeal Procedure**

If you believe you have been unjustly accused of behaving in a prohibited manner and would like to appeal the decision, written notice must be given to the library director or a member of the board of trustees.

**Revision**

If an amendment to the above policy is sought it can be brought to the attention of the library director or a member of the board of trustees.

Should you notice any of the above behaviors please report it/them immediately to a member of the library staff.

Approved by the Board of Trustees on February 13, 2019.