

PATRON BEHAVIOR POLICY DOVER TOWN LIBRARY

The Dover Town Library seeks to provide a safe, welcoming environment for town residents. The Library and its staff serve the community most effectively when Library visitors respect basic guidelines. Therefore, the following rules should be observed in order to ensure a pleasant Library experience for all. Patrons who exhibit behavior inconsistent with the following guidelines may be asked to leave the library.

- Be respectful of your neighbors.
- No smoking, drinking, or drug use is permitted in the Library.
- Shirts and shoes must be worn in the Library.
- With the exception of those assisting patrons with a disability, animals are not allowed in the building.
- Bicycles and skateboards must be left outside the building.
- Theft, damage, misuse, or defacement of library materials, equipment, or facilities is not permitted. All materials must be checked out before leaving the building.
- Patrons are responsible for their personal property. Please do not leave items unattended as the Library is not responsible for lost or stolen items.
- Verbally or physically threatening any staff member or patron is forbidden.
- Using abusive, obscene, or profane language or actions directed in such a manner as to threaten the rights or safety of another person, or infringe on the sensibilities of others is forbidden. Harassment or intimidation will not be tolerated.
- No illegal activity or behavior is permitted.
- Patrons are expected to cooperate with staff when closing time is announced.

Please cooperate with the Library staff who must interpret and apply these guidelines. Your cooperation will help promote excellence in Library service for everyone.

Any patron violating the above guidelines may be denied access to the Library by the Library Director or Director's designee. Patrons whose privileges have been denied may have the decision reviewed by the Library Board of Trustees.

Adopted: June 7, 2004
Updated: December 11, 2012