

## **Hickory Public Library Library Use Guidelines**

Hickory Public Library offers a full range of library service to residents of Hickory and Catawba County, regardless of age, sex, racial or ethnic origin, religion, or economic status. In order to maintain a safe, welcoming environment for both library users and library staff, and to protect library facilities and materials, all visitors and employees must adhere to a standard code of conduct.

We expect visitors to respect the comfort and safety of fellow library users and library staff. Adherence to all library policies is required, including the Internet Use Policy and the Child Safety Policy. A complete list of policies is available on the Library's website. Printed copies are available from Library staff on request.

This policy covers disturbances both inside the library and on the library grounds, including parking lots.

### **General Requirements**

Appropriate dress for a public place is required; shoes and shirts must be worn; clothing must be appropriately buttoned or zipped.

Drinks in closed containers such as covered cups, cans or water bottles are allowed. Food is not permitted in public areas unless permission is granted by the Library Director.

Personal property must be in sight of the owner and cannot obstruct aisles, doorways, stairways, walkways, elevators or ramps.

### **Prohibited Conduct**

Library users shall not:

- Engage in any action or activity that violates Federal, State, local laws, ordinances, regulations and/or community standards.
- Willfully damage or destroy library property
- Behave in a disruptive, disorderly or threatening manner
- Block or in any way interfere with the free movement of any person or persons
- Intimidate or otherwise harass any person or persons
- Create unreasonable noise, including cell phone use
- Use obscene or abusive language

- Smoke or use tobacco products
- Possess, consume, or be under the influence of alcohol or illicit drugs
- Solicit for money, signatures, donations, services or goods except as approved by the Library Director for library-sponsored events and organizations.
- Bring animals other than service dogs into the library.
- Remove any library property from the building without authorization through established lending procedures.
- Move furniture without staff permission.
- Carry weapons, concealed or otherwise.
- Distribute leaflets or post notices not specifically authorized by the library staff.

**All** members of the library staff have the authority to take necessary steps to address violations of this policy, and police may be called at any time to assist. Failure to follow the Library Use Guidelines may result in loss of library privileges, banning from library facilities, and/or arrest and prosecution.

*Approved by Hickory City Council November 21, 2000 \*Rev. 6-14-12  
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