



ADMINISTRATIVE POLICY

SECTION: Library		POLICY: LIB-1	
TITLE: Library Code of Conduct		ORDER #: 23-019	
DEPT: Library			
ADOPTED: 12/14/2022	REVIEWED: TBD	REVISED: TBD	

1. PURPOSE/OBJECTIVE:

1.1 Tillamook County Library strives to provide the highest level of service to all library users. It works to foster an environment in which the entire community can use the library's resources, services, and programs as effectively as possible.

2. APPLICABILITY:

2.1 The code of conduct applies for all people on library premises or while using library resources. Library premises are defined as any Tillamook County owned property that is used for library purposes, all building spaces in which library services are delivered, and the library bookmobile and the immediate exterior space around the library bookmobile. Library services include, but are not limited to programs, telephonic, and virtual services.

3. VIOLATIONS:

3.1 Violation of any of these rules, any library policy, or any other applicable federal or state laws can result in a temporary ban from library premises and/or arrest.

4. POLICY:

4.1 Library users must comply with all reasonable requests from library staff members.

4.2 Library users may not engage in behavior that is disruptive, inappropriate, or that prevents effective use of the library.

4.3 Library users may not engage in harassment or threatening behavior including verbal threats.

4.4 Library users must wear shoes, a top, and bottom that is reasonable for a public space.

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- 4.5 Library users must maintain personal hygiene so that it does not constitute a nuisance to other patrons.
- 4.6 Public restrooms are available for use of the toilets and handwashing. Other uses are prohibited.
- 4.7 The use of skateboards, rollerblades, or recreational scooters are not permitted on library premises. Bicycles are not permitted inside the library.
- 4.8 Animals are not allowed inside the library unless they are a part of library programming or qualify as service animals as defined by the Americans with Disabilities Act (ADA) and Oregon disability laws.
- 4.9 Selling, soliciting, and panhandling on library premises is not permitted.
- 4.10 The use of tobacco, tobacco-like products, drugs, and alcohol on library grounds is prohibited.
- 4.11 Library users may not sleep inside the library.
- 4.12 Library materials must be properly checked out before being removed from the building.