

COURTEOUS CONDUCT POLICY

A. PURPOSE

The Durham County Library offers library services to all residents of and visitors to Durham County regardless of age, economic status, race, ethnicity, gender, religious beliefs or sexual orientation. The Library staff is committed to providing a clean, welcoming, comfortable, safe and accessible environment in all of our facilities. The purpose of this policy is to establish regulations governing behavior on library property.

B. POLICY

Library customers and staff have a right to assume that their time spent in the library will be free from threat, harassment, lewd or disruptive behavior. In order to maintain a welcoming and safe environment, the following behaviors are unacceptable:

- 1) Violations of state, local, and federal law, including, but not limited to, possession of weapons of any kind, possession of controlled substances, stealing, using false identification, vandalism, threats, harassment, disorderly conduct and loitering.
- 2) Inappropriate noise level and tone of speech.
- 3) Phone conversation use in undesignated areas.
- 4) Sleeping.
- 5) Inappropriate attire (shirts and shoes required).
- 6) No animals in the building (with the exception of service animals).
- 7) Having beverages in uncovered containers or eating food, except as part of a library-sponsored program or a pre-approved event in a meeting room.
- 8) Possessing or consuming alcohol or smoking, including e-cigarettes, in the library or on the library grounds.
- 9) Bringing more than 2 large bags of any type into the library. Bags are not to exceed the following dimensions: 22" x 14" x 9". Bags may not be left



unattended and should not block access to aisles, doorways, stairways, walkways, elevators or ramps.

- 10) Soliciting funds or signatures etc., panhandling, gambling or selling of any kind unless approved by the Library Director.
- 11) Moving furniture without staff permission; heads, feet and legs must be kept off tables and chairs.
- 12) Any disruptive behavior as determined by library staff or security.

C. POLICY VIOLATIONS

Violators of this policy may be subject to exclusion from library buildings and grounds and may lose library privileges. Violations of law will be referred to local law enforcement when necessary. Criminal behavior will be prosecuted under the law.

D. APPLICABILITY

This policy applies to all library customers and/or persons on library property.

E. LEGAL REFERENCES

G.S 153A-266 and the criminal offenses defined by Federal Government, the State of North Carolina and the City and County of Durham.

G.S. 14-132 Disorderly conduct in and injuries to public buildings and facilities.

G.S. 14-269 Carrying Concealed Weapons

G.S. 14-269A Weapons on Campus or Other Educational Property

G.S. 14-277.1 Communicating Threats

G.S. 14-277.3A Stalking

G.S. 14-398 Theft or destruction of property of public libraries, museums, etc.

G.S. 130A-493 Smoking Prohibited

G.S. 130A-498 Local Governments may restrict smoking in public places

F. RESPONSIBILITY

It is the responsibility of all public service staff and facility supervisors to understand this policy fully so as to ensure fair and equitable application. It is the responsibility of the Deputy Director and the Assistant Director for Planning and Facilities, with the advice of the Board of Trustees, to interpret, monitor and recommend updates to this policy. The Library Director is the final authority in regards to enforcing this policy.

Effective Date: July 2018