



## **Lansing Community Library Code of Conduct Policy**

### **Purpose**

The Lansing Community Library is a public, community entity that seeks to provide a safe, secure, and welcoming environment for patrons and staff, and is dedicated to providing informational, educational and recreational reading for users of all ages. The Library provides expertise and access to current technology for equal access to high-quality library services and programs, materials, personnel, and facilities.

While everyone has an equal right to access Library services and facilities, no person has the right to interfere with the ability of others to use and enjoy Library resources, services and facilities.

These rules apply to all public spaces in the Library and on property outside the Library building, as well spaces utilized by the Library for any program or event held outside of the Library building at the Town Hall or the Lansing Community Center.

### **Safety Requirements Related to Public Health or Other Emergency**

Follow guidelines in the Public Health or Other Emergency policy  
2023-3\_Public Health or Other Emergency Policy-v6..docx

### **ADA**

In the event any safety requirement is not practicable on the basis of a disability, please contact the Library Director or senior staff prior to entering the Library to explore a reasonable accommodation.

The following behaviors are prohibited:

- 1. Illegal Activities, including but not exclusive to:**
  - a. Committing or attempting to commit any activity that constitutes a violation of any federal, state, or local statute or ordinance.
  - b. Engaging in sexual conduct or lewd behavior on Library premises, as defined under New York Penal Law (New York State Penal Code, Section 245 Public lewdness).

- c. Use of controlled substances on Library premises (New York State Penal Code, Section 220).
  - d. Smoking or other use of tobacco on Library premises (New York Public Health Code, Section 1399)
  - e. Drinking alcoholic beverages on Library premises except for Library sponsored programs approved by the Board of Trustees.
- 2. Any behavior that is harmful, destructive or disruptive to Library use, services, or operations, including but not exclusive to:**
- a. Engaging in disorderly conduct including physically fighting or exhibiting physically threatening behaviors;
  - b. Provoking/threatening physical or verbal altercations using scene/offensive words;
  - c. Loud or disturbing behavior, talking or noise created by people, or electronic devices including cell phones (please refer to Cell Phone policy at <https://www.lansinglibrary.org/about>);
  - d. Harassment of Library staff including staring, photographing, entering unauthorized library work spaces and areas, and engaging with the staff using threatening words, behaviors and/or countenance.
  - e. Use of electronic cigarettes or vaping in the Library building or outside on the Library property.
  - f. Petitioning, selling or soliciting for services, money, or items on or in the Library premises, for any purpose without express permission of the Library staff.
  - g. Use of rollerblades, roller skates, skateboards, scooters, bicycles, or other sport equipment in the Library building or outside on the Library property, with the exception of the bike rack outside the front steps.
  - h. Using Library materials, equipment, furniture, fixtures or buildings in a destructive, abusive or potentially damaging manner, in a manner likely to cause personal injury to any person, or in any other manner inconsistent with the customary use thereof.
- 3. Other inappropriate behavior including but not exclusive to:**
- a. Misuse of restrooms beyond typical use, such as for bathing, shaving or washing clothes or hair.
  - b. Entrance and presence in the Library with inappropriate attire, including but not exclusive to bare feet or chest.
  - c. Disturbing other patrons because of offensive body odor or odor caused

- by cologne or perfume.
- d. Unhygienic behavior such as spitting, clipping nails, or changing diapers in public areas.
  - e. Wearing hoods or other clothing items specifically communicated to a patron by Library staff, reduces the Library’s ability to identify a patron involved in a safety incident.
  - f. Blocking sidewalks or entrances to the Library.
  - g. Consumption of food or beverages in undesignated areas of the Library and drinking beverages from uncovered containers.
  - h. Presence of animals inside the Library, with the exception of service dogs with proof of vaccination (please refer to <https://adata.org/publication/service-animals-booklet>).
  - i. Tying of animals to Library property.
  - j. Intentional sleeping anywhere in or on Library property.
  - k. Inappropriate public and private computer use (please refer to Public Computer and Internet Use Policy at <https://www.lansinglibrary.org/about>).

This Code will be posted for public display in the Library and upon violation, patrons will be alerted to the Code by a Library Staff member and asked to comply.

Failure to comply with the Library Code of Conduct will result in a request for the patron in violation to leave the Library.

Failure to leave will result in the involvement of the Tompkins County Sheriff’s Department or other appropriate law enforcement agencies, and the Lansing Community Library will file trespassing charges.

**Revision History**

<b>CHANGES</b>	<b>APPROVED BY</b>	<b>DATE</b>
Approved	BOT	2/28/2018
Reviewed & revised	Policy Committee	2/7/2021
Approved	BOT	2/24/2021
Reviewed & revised	Policy Committee	2/13/2024
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