

Patron Behavior

With public service as the highest priority, the Board of Trustees has established the rules and regulations governing use of the library. The Odell Public Library welcomes all residents and visitors and is dedicated to free and equal access to information, knowledge, and independent learning for our diverse community.

The Library Board of Trustees of the Odell Public Library establishes its patron conduct policy as follows:

1. Patrons are expected to be engaged in activities associated with the use of a public library while they are in the building.
2. A patron who engages in any activity that disrupts the use of library facilities, collections, or services by patrons or disrupts the ability of the staff to perform duties shall cease such activity immediately upon request by library personnel.
3. Odell Public Library will not tolerate abuse, discrimination, badgering, stalking, discrimination, bullying or harassment, including sexual harassment in the library. This includes but is not limited to raising one's voice, using foul language or gestures, personal insults, incessant arguing, staring, following, lingering in a person's space, and asking the same question repeatedly once an answer has been provided. See Appendix A Code of Conduct for more detail.
4. Solicitation is not permitted. Solicitation includes, but is not limited to, verbal solicitation or printed literature that is not approved for posting or distribution in the library.
5. The library is not responsible for personal belongings left unattended inside or outside the building. Please do not deposit personal belongings in the library and then leave the building. The library reserves the right to remove items left on furnishings if the owners leave the building. Personal items left anywhere on the premises inside or outside may be removed or discarded.
6. Consuming or possessing food or drink is not allowed in the library. Exceptions to this rule would be for scheduled activities in the library or the program room, where refreshments are served.
7. Smoking of any kind, including e-cigarettes, is not permitted anywhere in the building, nor is smoking paraphernalia. Smoking may take place outside at least fifteen feet from the library entrance, and cigarette butts are not to be littered on library property.
8. The library is a public building used by patrons of all ages and sensibilities. Use of the library's computers or devices, or personal computers, materials or devices on library property, to view, listen, access or process obscene or inappropriate material, images or sound, is prohibited.

9. Sleeping is not allowed in the library or on library property.
10. Bicycles must be parked in the bicycle rack.
11. Alcohol use is not permitted in the library or on library property. An exception to this policy would be for activities, occurring after library hours, sponsored by the library or the Odell Public Library Friends group. This would require approval by the Odell Public Library Board of Trustees and the mayor and city council of Morrison.
12. No weapons are allowed in the library or on library property. Explosives, firearms, knives, or look-alike weapons are prohibited.
13. Any materials removed from the library must be checked out on a valid library card.
14. Each patron shall be responsible for any fines, fees or other charges due in accordance with the library's policy. Failure to pay these fines will result in the suspension of borrowing privileges.

Unattended Children

The Odell Public Library staff is committed to help children with activities related to the Library. It is not their responsibility to serve as babysitters, teachers, or disciplinarians. Violations of this policy are grounds for suspension of library privileges. Whenever advisable, the Library will notify the parent of incidents involving an unattended child. Children under the age of seven must be accompanied and directly supervised at all times by a parent/guardian or other responsible caregiver. When the safety of an unattended child is in doubt, or the parent or responsible caregiver cannot be located, or if the Library is closing, staff is authorized to call the police and stay with the child until the police arrive. Parents are responsible for the behavior of their children while in the Library.

Consequences of Policy Violation

1. Patrons not abiding by these or any other rules and regulations of the library may be required to leave the library premises. Library employees may contact the Morrison Police Department if deemed advisable.
2. The library's Board of Trustees may deny any patron who violates these rules and regulations on the recommendation of the library director. A patron whose privileges have been denied may have the decision reviewed by the Board of Trustees.

Adopted 10/14/15

Revised 7/13/22