



Patron Conduct Policy	External Policy	Version 1.0
Last Review Date	January 21, 2025	
Board Approval Date	January 21, 2025	

The public library service provided at the Millbury Public Library is based on the First Amendment right of free expression guaranteed in the Constitution of the United States of America. The public library is recognized as a limited public forum for access to information. The library has a responsibility to ensure that all patrons are able to use its services without being impeded by the actions of other library patrons. The library upholds the American Library Association Library Bill of Rights (Appendix A), Freedom to Read statement (Appendix B), and Freedom to View statement (Appendix C). In order to protect all library users' right of access to library facilities, to ensure the safety of users and staff, and to protect library resources and facilities from damage, the Library Board of Trustees imposes the following reasonable restrictions on the manner of library access.

General Conduct

1. Eating is allowed in library facilities only for sponsored functions and in the Craft Room. Eating and drinking is not allowed when using the new technologies or near computers in the library. Covered containers are allowed in the library except in designated areas.
2. Patron use of library facilities is limited to public areas only.
3. Library facilities are smoke-free environments. This includes all library grounds.
4. Blocking public entrances.
5. Soliciting, peddling, or vending, whether in the library or on library grounds and parking areas are not permitted except for sponsored functions.
6. Use of any video or audio-conferencing equipment without headphones.
7. Noise or loud talking which disturbs others.
8. Running and noisy play.
9. Extended periods of sleep are not an appropriate use of the library.
10. Library telephones are not available for public use without explicit permission of staff.
11. Furniture may not be moved without permission from the Director and/or a library staff member. Furniture must be put back where it originally was before leaving the library.
12. FaceTime, Skyping, or Zoom/virtual meetings must be held in a reserved room for privacy and respect for other patrons in the library.
13. Library patrons are responsible for the security of their personal belongings. Staff have the right to inspect lost bags for identification purposes only.
14. The library reserves the right to inspect all bags, purses, briefcases, packs, etc. for concealed library materials.
15. Shoes and shirts must be worn in the library for the safety of library patrons and staff. Hoods of sweatshirts must be down while in the library.



16. Animals, except service dogs and those used for sponsored functions cannot enter library facilities.
17. Cell phones can be used only on the first floor in either entranceway. Any other time, cell phones must be silenced.
18. Any unauthorized use of computers or laptops is not allowed. Anyone using computers/laptops must comply with all regulations enforced by the library and contained in this document plus any other conditions that the library deems necessary.

Conduct of Minors or Dependents

1. Library staff members are not responsible for the care of unsupervised children, except when minors are participating in a scheduled library program. Children aged eight and under may not be left unattended. Lost or unattended children aged eight and under will be returned to their parents or caregivers. Children under the age of 13 may not act as caregivers for younger children. If a responsible adult has not been located within an hour, or if the library is closing, the police may be called. Under no circumstance will a staff member take a child out of a library facility or transport a child to another location.
2. The parents or caregivers of children who are disrupting others' use of the library will be asked to take them out of the library if the disruptive behavior cannot be controlled.
3. The minimum age for unsupervised use of computers is 13 years of age.

The above represent some prohibited activities but are not limited only to those specified.

Conduct Warranting the Contact of Law Enforcement

1. The theft, vandalism, or mutilation of library property is a violation of Chapter 266, Sections 99A and 100 of the Massachusetts General Laws Annotated and is punishable by fine or imprisonment.
2. Brandishing on library grounds a weapon, of any kind, or object being used as a weapon.
3. Harassing or threatening the safety or rights of another person by violent, riotous or disorderly behavior or by abusive, obscene or profane language.
4. Intoxication resulting from the use of alcohol or drugs.

Any other behavior deemed inappropriate or unsafe by the Library Director and/or library staff members.

Any patron who displays any misconduct outlined in this policy would be banned from the library. Library administrative staff may suspend or withdraw library privileges from anyone exhibiting the above behaviors. Patrons engaging in criminal activity as defined in the Massachusetts General Laws Annotated are reported immediately to law enforcement authorities.