



## LANCASTER PUBLIC LIBRARY RULES OF CONDUCT

The Lancaster Public Library serves as a center for information, education and entertainment. Under Article 5, Section 262 of New York State Education Law, the Board of Trustees of the Lancaster Public Library has adopted the following rules to ensure a safe and welcoming environment for all patrons.

The following conduct is prohibited:

1. Engaging in disorderly conduct, fighting, challenging another person to fight or provoking others to violence;
2. Disturbing other patrons, staff or volunteers; interfering with staff or volunteers in the performance of their duties; blocking or impairing another's passage; use of loud or abusive language; persistent, unwelcome attention, such as staring at or following another person; or making any obscene or threatening gestures;
3. Carrying weapons of any kind;
4. Possessing, distributing or consuming alcohol or illegal drugs or being under the influence of alcohol or illegal drugs;
5. Engaging in sexual conduct, lewd behavior (e.g., exposure or inappropriate touching) or sexual harassment of another person, staff member or volunteer;
6. Engaging in conduct in violation of the *B&ECPL Equal Employment Opportunity and Anti-Harassment Policy*;
7. Damaging, destroying, or stealing any library property or the property of another patron, staff member or volunteer;
8. Bringing animals or pets into the library except those required to assist patrons with disabilities or those involved in library programs;
9. Selling, soliciting, canvassing or petitioning without approval by the library;
10. Distributing or posting materials or literature that have not been approved by the library;
11. Vaping, smoking or otherwise using tobacco or marijuana products inside the library or within 100 feet of any entrances, exits or outdoor areas of the library (in accordance with New York State Public Health Law Section 1399-O);
12. Food and/or beverages from outside the library brought in without prior approval. Leaving refuse in areas other than designated receptacles;
13. Making unreasonable use of the restrooms, including bathing and eating;
14. Sleeping or lying down in the library;
15. Photography or recording of library patrons without permission;
16. Entering and using the library without appropriate clothing, including shirt and shoes;

17. Rearranging or disarranging library materials and library furnishings;
18. Loitering;
19. Gambling;
20. Unauthorized requests for money, including but not limited to panhandling;
21. Playing music or other audio without using headphones.

No children under eight years of age may be left unattended in the library at any time. Library staff will not be responsible for children who have been left without adult supervision. Adult patrons in the children's area who are not engaged in library activities that require materials from the children's area shall be asked to relocate to other areas of the library. The staff reserves the right to seek the intervention of appropriate law enforcement or social service agencies, as required by individual circumstances. For the safety and protection of children, all children subject to the State Laws requiring school attendance are forbidden the use of the library during regular school hours without special permit or previous arrangement with school officials or the home-schooling parent.

People who violate these rules will be advised of their infraction(s). Failure to comply with the library's established policies, rules and regulations or violations of local, state or federal law may result in immediate suspension of library privileges, including removal of library property, and/or, where necessary, civil liability and/or criminal prosecution.

*Adopted by the Lancaster Public Library Board of Trustees at a public meeting on November 17, 1994.  
Adopted as amended by the Lancaster Public Library Board of Trustees at a public meeting on June 13, 2019.  
Adopted as amended by the Lancaster Public Library Board of Trustees at a public meeting on December 8, 2022.*