

Montague Public Libraries

Behavior Policy

The Montague Public Libraries provide spaces, materials, and services that allow the public to learn, grow, work, and simply be, all without charge. The following code of behavior addresses use of library spaces and materials, as well as interaction with library staff and other members of the public, and shall be enforced to ensure that the libraries are welcoming spaces for all.

1. Patrons and staff shall treat others with respect at all times.
2. Food Policy
 - a. Beverages and light snacks may be consumed at public tables. Patrons should clean up after themselves and alert staff to all spills.
 - b. No food or beverages may be consumed at computer stations or in the Carnegie Local History Room. Only securely covered water bottles are permitted.
3. Disruptive behavior shall not be permitted. This means any activity by any individual or group that infringes on other patrons' rights to use the library, or on library staff members' ability to perform their work. Disruptive behaviors may include:
 - a. Use of alcohol or narcotics, smoking, or the use of smokeless tobacco or electronic cigarettes, in the library or on library grounds.
 - b. Use of personal electronic equipment in such a way that it disturbs other library patrons or interferes with other patrons' use of the library.
 - c. Loud or boisterous behavior. This includes, but is not limited to: running, arguing, shouting, fighting, excessive displays of anger.
 - d. Using abusive, obscene, suggestive, or profane language.
 - e. Using the public restrooms for washing laundry or for bathing.
 - f. Harassing or bothering other library users or library employees.
 - g. Improper acts that are subject to persecution under criminal or civil codes of law.

This list is not exhaustive; library staff and the Library Director reserve the right to deem other behaviors disruptive.

4. No person shall take library materials without properly signing them out. Removal of library materials without checking them out is larceny. The library staff reserves the right to inspect the bags or parcels of any patron. In certain cases, the Police Department may be called to do this.
5. Patrons using library computers or public WiFi must adhere to guidelines of the Internet User Policy.

6. Children must be always supervised by a parent or guardian. Children age 10 and older may use the library unattended, provided that they are able to maintain proper library behavior.
7. Patrons must wear appropriate clothing, including tops, bottoms, and shoes. Inappropriate footwear, such as skates, cleats, or rollerblades, may not be worn inside library buildings.
8. Patrons shall not use the library phone. Library staff may use their discretion to make exceptions for emergencies or the arrangement of transportation.
9. Blocking of library entrances or aisles with one's body or personal belongings is not permitted. Members of the public must use only authorized entrances, exits and stairways.
10. A person will be asked to leave the library if their personal hygiene interferes with the orderly operation of the library, or with the ability of other patrons to use and/or enjoy the facility.
11. Service dogs are welcome at the Montague Public Libraries. Well-behaved, non-service dogs are allowed in the libraries for quick trips to pick up items. All dogs must be under the control of their owners and be leashed and/or held for the duration of their visit. Library staff have full discretion to request that dogs leave the building for instances including, *but not limited to*, dog barking, dog growling, presence of patron with allergies, presence of patron with dog concerns, dog owner not adequately supervising their pet.
12. Patrons are expected to cooperate with staff when closing time is announced. Notice is given to library users approximately 15 minutes before closing to provide enough time to check out materials. Computer users will be asked to log off computers 10 minutes before closing.
13. Library staff may address any other behaviors that interfere with the use and enjoyment of the Libraries by other patrons, and/or interfere with Library staff in the performance of their duties.

Protocol for Suspension and Revocation of Library Privileges

Failure to comply with the Library's rules, regulations, and policies may result in verbal or written warnings, suspension of Library privileges, and/or in arrest when applicable. Determinations regarding suspension of Library privileges will be made based on the severity of the violation at the discretion of library staff, and ultimately of the Library Director. In the most severe cases, law enforcement may be called, and appropriate legal action may follow.