

# Crook County Library

## Code of Conduct

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**Approved by the Library Board of Trustees on March 10, 2011**  
**Revised by the Library Board of Trustees on September 14, 2017**

We want to make sure that our libraries are safe and welcoming environments for everyone. To do this, we ask that you please follow these few rules while using the library.

### General Rules

- Obey local, state, and federal laws.
- For their care and safety, ensure that children under age 10 are supervised by a caregiver who is 13 or older. We are not trained or licensed as child care providers. If a responsible caregiver cannot be found, in some circumstances children may be turned over to law enforcement.
- Treat other patrons, staff, and animals respectfully.
- Keep your animals leashed or otherwise under control, clean up after them, and do not leave them unattended if they are aggressive or distressed by separation. We may call law enforcement if an animal is locked in a hot vehicle and the owner cannot be found.
- Be respectful of library property.
- Attend or secure your belongings, as we are not responsible for theft or damage that may occur while you're on library property.
- Refrain from using skates, skateboards, scooters, or bicycles.
- Pick up your trash.
- Do not solicit, advocate, or distribute materials unless in meetings rooms or on sidewalks and bulletin boards, except when permitted as part of a library program.
- Keep paths, streets, sidewalks, aisles, and building entrances clear for use.
- Do not engage in abusive or obscene conduct.
- Do not start fires or set off explosives or fireworks, unless permitted as part of a library program.
- Do not sleep overnight or camp.
- Do not smoke, vape, or use tobacco or intoxicating substances.

### Building Rules

When in the library building, we request that you please follow some additional rules:

- Wear appropriate clothing, including shoes.
- Enjoy your drinks in covered containers, clean up all food and drink trash, and refrain from eating food around library computers.
- Keep your conversations at a volume that do not disturb others.
- Use headphones with your personal electronic devices.
- Observe a phone call-free zone at the service desk.

- Feel free to bring in your service animals, but keep other animals outside unless permitted as part of a library program.
- Browse wherever you'd like, but reserve the children's room for children and their caregivers or tutors and the Teen Room for those ages 11-18 and their caregivers or tutors.
- Store bicycles and other large, unattended items outside.
- Per ORS 166.370, leave guns and other weapons outside unless you hold a valid license or have a legal exception due to your profession.
- Do not run.
- Do not disturb other library patrons or staff through extremely strong odor or poor personal hygiene.

## Consequences of Violations

Violations of the Code of Conduct will be handled in accordance with our Use Restrictions Policy and relevant local, state, and federal laws. We reserve the right to eject or suspend or revoke privileges of those individuals who violate our rules. In addition to the sanctions we impose, further sanctions may be pursued as determined by law or after a case-by-case review.