



## **Lyons Public Library Courtesy Policy**

Our goal is to offer the best service possible to library patrons and visitors in an inviting environment. We have established the following basic rules of courtesy so that our library is a pleasant place for all to visit and enjoy.

Visitors are asked to please follow these rules while using the library.

- Treat other visitors and staff respectfully.
- Keep all beverages in covered containers. Alcohol is prohibited.
- Walk at all times.
- Use library furniture, materials, equipment and facilities for their intended purposes and in a manner that does not cause damage to them.
- Keep voices and audio equipment at a quiet, personal volume that does not disturb others.
- The chairlift is reserved for patrons with disabilities.
- Always supervise children and dependents. Children under 10 may not be left unattended.
- Keep personal items with you.
- Keep paths, hallways, and building entrances clear for use and free of tripping hazards.
- Clean up after yourself and your children.
- Keep animals, except assistance animals (i.e. service animals), outside the library, under reasonable restraint, and away from doors and walkways.
- Avoid strong scents like perfume, cologne, or body odor that could disturb others.
- Prior authorization is needed to distribute materials, solicit, or advocate.
- Follow the directions of the staff and emergency personnel in the event of an emergency.
- Wear clothing that covers both upper and lower torso.
- Only emergency calls are allowed on the library phone.
- Obey local, state, and federal laws.

The library staff reserves the right and the discretion, to require patrons who engage in disruptive or unacceptable behavior to leave the premises, to restrict the patron's privileges for a specified period of time, or to ban the patron from the library for a specified period of time or permanently. Patrons requested to leave the premises, who fail to do so, will become trespassers and may be subject to citation by the Linn County Sheriff's Office.