



UINTAH COUNTY LIBRARY STANDARDS OF CONDUCT

The Uintah County Library is supported by the taxes of the residents of Uintah County who expect the Library to be a safe and comfortable place for reading, researching, studying, selecting reading materials, using computers, and attending community events and meetings. To this end, the Uintah County Library is responsible for establishing standards of conduct to protect the rights and safety of Library patrons, staff and volunteers, and for preserving and protecting the Library's materials, equipment, facilities and grounds.

These behavior policies have been adopted by the Uintah County Library Board of Trustees to assist Library staff in maintaining the peace, comfort, and security and of library users, staff and facilities. Library users are expected to comply with reasonable staff requests. Staff should interpret and enforce these guidelines with professionalism and tact.

- 1.) The Uintah County Library is a tobacco-free facility. The use of any tobacco product anywhere within the facility, or within twenty-five (25) feet of an entrance, is prohibited. Furthermore, the use of e-cigarettes is also forbidden.
- 2.) Entering Library property while under the influence of alcohol or illegal drugs and/or selling, using or possessing alcohol/ illegal drugs is prohibited.
- 3.) Library users shall not harass, threaten or bother other library users or library employees. The library enforces a zero tolerance harassment policy.
- 4.) Loud, excessive and boisterous behavior is not permitted within the building. This includes, but is not limited to; running, fighting, quarreling, swearing, shouting, and rude or inappropriate remarks.
- 5.) Library users should not engage in conversations or introduce other sounds or noise, at a volume level that is significantly above the general noise level of the library at that particular time.
- 6.) No campaigning; petitioning; interviewing; survey-taking; soliciting; or any other speech or conduct, which results in the disruption of Library activities, will be allowed within the Library or on the library grounds. This does not refer to Library-sponsored activities.
- 7.) All individuals are required to wear shirts and shoes at all times when inside the library.
- 8.) Using restrooms for bathing, shaving, shampooing, doing laundry, or changing clothes is not

allowed.

- 9.) All Library users must conform to acceptable standards of hygiene and cleanliness in order to prevent the disturbance of other library users and their use of the facility. Customers exhibiting unsanitary hygiene may be asked to leave the premises.
- 10.) Blocking aisles, exits, or entrances by sitting or lying down in them will not be permitted.
- 11.) No animals, except service animals necessary for persons with disabilities, will be allowed within the Library.
- 12.) The consumption of food or beverages is allowed except in designated areas. Individuals not conforming to this rule will be asked to discard their food or drink or leave the facility in order to consume it.
- ~~13.) Taking photos or making audio or visual recordings without the express permission of the Library Director is not permitted.~~
- 13.) Stealing, damaging, altering, or inappropriate use of Library property building or on Library grounds, including computer hardware and software, printers, scanners, copiers, phones, furniture, and library materials is not permitted. All suspected vandalism shall be referred to law enforcement.
- 14.) Engaging in any activity in violation of Federal, State, local or other applicable law, or Library policy is not permitted.
- 15.) The Library parking lot shall not be used as a playground. The parking lot should not be used for bicycling, skate boarding and so forth. The Library assumes no liability for individuals using the parking lot for such activities, including during hours in which the library is closed.
- 16.) All children eight (8) or younger must be accompanied by an adult (18 or over), at all times while in the Library. If unaccompanied by an adult, children eight (8) or younger may not remain in the building longer than it takes to locate and to check out materials. A parent/guardian shall be in a position to supervise their child's activity at all times.
- 17.) All parents, teachers, guardians, baby-sitters and other adults will be held responsible for the actions of the children in their charge while in the library.
- 18.) Library personnel may remove personal items left unattended on Library property in order to preserve a safe environment for Library patrons, staff and volunteers. Any unauthorized vehicle left overnight in the parking lot may be towed at the owner's expense.

STAFF ENFORCEMENT OF BEHAVIOR RULES

- 1.) Enforcement of these rules will be conducted in a fair and reasonable manner. Library staff

will intervene to stop prohibited activities or behaviors. Violators will be asked to stop such activity/behavior immediately. If the activity/behavior continues, he/she will be instructed to leave the Library. The police will be called for serious offenses or failure to leave the premises when instructed.

- 2.) When employees ask a customer to vacate the premises, the Director and other appropriate staff members should always be informed.
- 3.) Library staff should always involve another staff member when a situation requires asking an individual to leave the premises.
- 4.) If an individual is asked to leave and refuses, the Director and/or other staff should be notified and assembled for further support. If the situation warrants, staff may call the police for support.
- 5.) Staff shall alert the Director to individuals who continually disrupt Library service.
- 6.) Any person may, without prior warning or notice, be removed immediately from the library if his or her conduct on the premises poses a potential or implied threat to the security of any person or property on the premises; or, if the individual's actions present a significant disruption to staff or customers.
- 7.) Patrons who cause repeated disturbances, violate library policies repeatedly, violate any local, state or federal law or create a significant problem at any one time may have their library privileges revoked or restricted at any time. The Director may bar an individual from the library for up to one year.
- 8.) Any suspension of library privileges longer than one week may be appealed to the Library Board. Any redress for grievance regarding any actions taken by library staff to enforce library discipline and behavior guidelines must be submitted in writing to the Director. The director may accept or reject in writing this grievance. If the Library patron does not accept the Director's response to the written grievance, then the Library user may submit a written redress for grievance to the Board of Trustees. The Board of Trustees may accept or reject this grievance with a written response. The Board's decision shall be final.

Utah County Code 2.26.050B and D allows the Library Board to “[e]stablish and revis[e] policies in cooperation with the library director for the use, operation, maintenance, and care of the library, library facilities, equipment, staff, and other such resources;” and to “[e]stablish[] policies for the enforcement of library rules.” (see also Utah Code 9-7-404.)

Adopted 11/26/2012 by the Uintah County Library Board.

Section 12 amended in April 2017.

Reviewed July 2019.

Amended April 2024.