



Uintah County Library Standards of Conduct

The Uintah County Library (UCL) is supported by the taxes of the residents of Uintah County. ~~who~~ Uintah County residents 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~~ Directors to assist library staff in maintaining the peace, comfort, and security of library ~~users~~ patrons, staff and facilities. Library ~~users~~ patrons 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~~ patrons shall not harass, threaten or bother other ~~library users~~ patrons 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~~ patrons should not engage in conversations or introduce other unreasonable 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~~ patrons 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. Patrons whose bodily hygiene is offensive so as to constitute a nuisance to other library patrons or staff may be required to leave the building.~~

- 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 not allowed inside the library building except in designated areas. Individuals-Patrons not conforming to this rule will be asked to discard their food or drink or leave the facility in order to consume it.
- 13.) Stealing, damaging, altering, or inappropriate use of library property, including inside the library building or on library grounds, is not permitted. This includes but is not limited to computer hardware and software, printers, scanners, copiers, phones, furniture, and all other library materials. All suspected vandalism shall be referred to law enforcement.
- 14.) Engaging in any activity which is a violation of any 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 shall not be used for bicycling, skateboarding and so forth other activities not related to the parking of vehicles. The library assumes no liability for individuals patrons violating this standard 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.~~
- ~~17.) All parents, teachers, guardians, baby sitters and other adults shall be held responsible for the actions of the children in their charge while in the library.~~
- ~~18.)~~16.) Library personnel-staff 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.

STANDARDS OF CONDUCT REGARDING CHILDREN

The library welcomes children of all ages. While we strive to create a safe and enriching environment, parents/guardians should be aware that:

1. While the library is a public space, library staff cannot monitor or be responsible for children's safety, behavior, or whereabouts.
2. Parents and guardians are legally responsible for:
 - a. Their child's safety and well-being.
 - b. Their child's behavior while using library facilities.
 - c. Any damage to library materials or property caused by their child.
 - d. Ensuring their child follows library rules and policies.
3. This responsibility applies whether or not the adult is physically present in the library.
4. Children utilizing the library should be supervised by a responsible adult.
5. Library staff may contact parents/guardians or appropriate authorities if:
 - a. A child's behavior becomes disruptive to other patrons or staff.
 - b. There are safety concerns.
 - c. The library is closing.
 - d. An emergency, as deemed by library staff, arises.

STAFF ENFORCEMENT OF BEHAVIOR RULES

- 1.) Enforcement of these rules will be conducted in a fair and reasonable manner. Library staff ~~will~~may intervene to stop prohibited activities or behaviors. Violators ~~will~~may be asked to stop such activity/behavior immediately. If the activity/behavior continues, and the patron does not heed library staff, he/she will be instructed to leave the library. ~~The police will~~Law enforcement may also be called for serious offenses or failure to leave the premises when instructed.
- 2.) When employees ask a ~~customer~~patron to vacate the premises, the Director and other appropriate staff members shall be informed.
- 3.) Library staff should always involve another staff member when a situation requires asking ~~an individual~~a patron to leave the premises.
- 4.) If ~~an individual~~a patron is asked to leave and refuses, the Director and/or other staff shall be notified and assembled for further support. If the situation warrants, staff may call the police for support.
- 5.) When asking a patron to leave the premises, at no time shall staff put themselves or other staff in a dangerous situation. Staff shall always ~~err on the side of caution~~ take into account their personal safety, the safety of their coworkers, and library patrons.
- 6.) Staff shall alert the Director to ~~individuals~~patrons who continually disrupt library service.
- 7.) Any ~~person~~patron 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 patron's~~ actions present a significant disruption to staff or ~~customers~~ other library patrons.

- 8.) The Library Director or designated staff may restrict library privileges for patrons for any violations of the standards laid out in this document.
- 9.) When a patron's library privileges are restricted for over a week, they can begin appeals by submitting a written grievance to the Library Director. The Director will have 14 days to review and provide a written response, accepting or rejecting the grievance. When the Director restricts privileges instead of staff, appeals may be made directly to the Board. If the patron is not satisfied with the Director's decision, they have 7 days from receiving the Director's response to submit a written redress for grievance to the Library Board of Directors. The Board will review and provide a written response accepting or rejecting the grievance within 30 days of receipt. The Board's decision on the matter shall be final.
- 10.) The Director has authority to bar ~~individuals-patrons~~ from the library for up to one year. When ~~an individual-a patron~~ has been barred from the library, the Director ~~will~~ shall provide written notice to the barred ~~individual-patron~~ within 7 days of the decision.
- 11.) When ~~an individual-a patron~~ has been barred from the library for more than 14 days, they ~~barred patron~~ may submit a written letter of redress to the Library Board of Directors within 30 days of ~~the date-receipt~~ of the ~~letter~~ Director's written notice. The Library Board of Directors will have 60 days upon receipt to review and respond to the written redress for grievance. The Board's decision shall be final.

Uintah 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.)

This policy supersedes all previous versions and will be reviewed every three years or as needed.

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

Section 12 amended in April 2017.

Reviewed July 2019.

Amended April 2024.

Amended January 2025.

Amended February 2025.