



RULES OF CONDUCT

In order to provide a safe and appropriate environment which facilitates the use of the Library's resources and services and protects Library property, it is necessary for basic rules of courtesy and responsibility to be followed by Library users of all ages.

The following behaviors will result in suspension of Library privileges and/or eviction from the Library building:

- **ASSAULT.** (Verbal and/or physical)
- **VANDALISM.** (Defacing or destroying Library and/or Library user property)
- **THEFT.** (Library and/or Library user property)
- **BEHAVIOR THAT UNREASONABLY DISTURBS ANOTHER INDIVIDUAL, INCLUDING BUT NOT LIMITED TO:**
 - **CELL PHONE USE. AUDIBLE CELL PHONE RINGERS MUST BE TURNED OFF AT ALL TIMES WHILE IN THE BUILDING**
Cell phone use is permitted in the buildings. Voice volume must be kept to a minimum so as not to disturb other library users, and must not be louder than the general noise level of the area. Cell phone calls are prohibited in the Quiet Study Rooms and **SPEAKERPHONE IS PROHIBITED** throughout the buildings. Headphones should be used with laptops, tablets and other devices. Electronic devices should not be audible to other library users.
 - **CREATING EXCESSIVE NOISE.**
 - **GATHERING SOCIALLY IN A DISRUPTIVE MANNER**
 - **PHOTOGRAPHING, VIDEO OR AUDIO RECORDING, OR STALKING/STARING AT OTHER LIBRARY PATRONS OR LIBRARY STAFF.** (If a violation is severely sufficient, as determined by Library staff, the Library has the right to treat the conduct as a violation of public safety)
- **LOITERING.**
- **USE OF PROFANITY OR OFFENSIVE/ABUSIVE LANGUAGE.**
- **TRESPASSING.** (Remaining in the building when asked to leave or attempting to enter the building when under suspension of Library privileges)
- **LEAVING CHILDREN UNDER ELEVEN (11) YEARS OF AGE WITHOUT DIRECT SUPERVISION.** (Per West Bloomfield Township Code Ordinances Chapter 15, Article III, Section 15 – 56, Abandonment of Children)
- **UNAUTHORIZED USE OF THE COMPUTER NETWORK.** (Failure to comply with the Library's Access to Electronic Information Policy)
- **UNAUTHORIZED USE OF LIBRARY FACILITIES.** (Such as engaging in commercial/for-profit/fundraising activities on Library property or soliciting, conducting surveys, petitioning, canvassing, gambling and distributing or posting materials not authorized by the Library within the building, on the terraces, or under the covered walkways)
- **CONSUMING FOOD, OTHER THAN SINGLE-SERVING SNACKS, IN THE BUILDING.** Single-serving snacks may be consumed inside both buildings, except at library computers or tablets. Larger snacks and meals need to be consumed in the casual study area at Main, or on the terraces at either branch. Patrons are expected to clean up after themselves, placing trash in appropriate receptacles, and notifying staff if spills occur.
- **CONSUMING BEVERAGES WHILE USING/SEATED AT A LIBRARY COMPUTER OR TABLET.** (Beverages may be consumed in all other locations within the building but must be in covered containers.)
- **SMOKING/VAPING OF ANY TYPE, ANYWHERE IN THE BUILDING, ON THE TERRACES, UNDER THE COVERED WALKWAYS OR WITHIN 30 FEET IN ANY DIRECTION OF ANY ENTRANCE.**
- **POSSESSION/USE OF TOBACCO OR ELECTRONIC CIGARETTES ANYWHERE ON LIBRARY PROPERTY BY A MINOR.** (Per West Bloomfield Township Code Ordinances Chapter 15, Article VII, Division 3, Section 15 – 240, Use or possession of tobacco, vapor and alternative nicotine delivery products by minors)
- **NOT WEARING SHOES IN THE BUILDING.**
- **SLEEPING.**
- **BRINGING ANIMALS INTO THE BUILDING, ON THE TERRACES, OR UNDER THE COVERED WALKWAYS.** (Except service animals as permitted under the Americans with Disabilities Act)
- **RUNNING, PUSHING, SHOVING, FIGHTING** (Whether real or pretend)
- **NO WEAPONS, EXCEPT THOSE PERMITTED BY LAW**
- **ACTING IN A CONFRONTATIONAL, BELLIGERENT AND/OR INTIMIDATING MANNER** (With Library staff and/or Library users)
- **FAILURE TO FOLLOW A STAFF MEMBER'S DIRECTIONS AND/OR REQUEST**
- **POSSESSING, SELLING, DISTRIBUTING, CONSUMING OR BEING UNDER THE INFLUENCE OF ANY ALCOHOLIC BEVERAGE OR CONTROLLED SUBSTANCE**
- **INAPPROPRIATE USE OF TUTORIAL AND GROUP STUDY ROOMS** (Failure to comply with the Library's Tutorial Room/Group Study Room Usage Policy and Guidelines)
- **FAILURE TO FOLLOW ANY ORDERS OR TEMPORARY RULES ISSUED BY THE FEDERAL, STATE, COUNTY AND LOCAL GOVERNMENT AS WELL AS THE WBTP LIBRARY BOARD OF TRUSTEES AS THEY PERTAIN TO THE USE OF THE LIBRARY.** (These behaviors will be posted at all entrances and throughout the Library.)

Library security monitors, Library staff and the West Bloomfield Township Police Department enforce these rules. Actions that violate federal, state or local law will be prosecuted.

Library user identification, that is, name, address and telephone number may be requested.

An individual, or a group of individuals that has been warned of disruptive behavior and/or excessive noise and continues to exhibit the behavior will be asked to leave the facility. Repeated disruptive behavior and/or other violations of the Library's Rules of Conduct will result in the permanent suspension of Library privileges.

Adopted by the Library Board of Trustees October 9, 2024.