



## **LIBRARY EXPECTATIONS POLICY**

### **Purpose:**

The purpose of this policy is to express the roles and responsibilities patrons have to ensure the library's physical and virtual spaces are welcoming, safe, and secure for all. Under section 43.52 (1) of the Wisconsin State Statutes, the McMillan Memorial Library Board of Trustees may enact regulations that serve to ensure the safety of all library staff and patrons.

The Board of Trustees is committed to providing an atmosphere where people of all ages may come to use the library's collection and facilities without being unduly disturbed or impeded by other library users.

This policy applies to all patrons. If a patron is not responsive to the needs of other library users or disregards the policies protecting patrons, staff, and library property, the patron will be asked to leave the library and privileges may be suspended.

### **Specific Guidelines:**

To maintain a welcoming, safe, and secure library atmosphere, and to guarantee these rights for all persons, no library patron shall engage in the following prohibited behaviors:

1. Committing or attempting to commit any activity that would constitute a crime or a violation of federal laws, state laws, local ordinances or library policies.
2. Possessing, distributing, displaying or using any dangerous weapon upon library premises or using or threatening the use of any other object in such a manner that it may be considered a weapon. Per section 943.23 (2) of the Wisconsin State Statutes, applicable signage is posted at all public entrances to the library.
3. Engaging in any behavior that disrupts or hinders public use of the library is prohibited on library property. This includes, but is not limited to, excessive loud or boisterous behavior, harassment, intoxication, being in the library without a shirt or shoes, and remaining in the building after regular closing hours.
4. Engaging in any behavior that a reasonable person would find to be disruptive, harassing, or threatening in nature to library users or staff including stalking, prolonged staring at or following another with the intent to annoy or disturb.
5. Smoking or other use of any tobacco or e-cigarette products on library premises; this includes public spaces and parking areas within 25 feet of all library entrances.
6. Selling, surveying, circulating petitions, distributing materials or canvassing for any political, charitable, or religious purposes on library premises without prior authorization from library administration.
7. Animals, except those used to aid persons with disabilities, are not permitted in the library, unless they are part of a library-sponsored program. Animals may not be left unattended on library property.
8. Leaving children under the age of 8 unattended by a responsible caretaker on library premises.
9. Animals, except those used to aid persons with disabilities, are not permitted in the library, unless they are part of a library-sponsored program. Animals may not be left unattended on library property.

### **Child Safety Policy:**

The McMillan Memorial Library encourages children of all ages to visit the library and hope they will find it

a warm, inviting, and fun place to be. The happiness and safety of children left alone in a public building is of serious concern. Library staff have many public duties and cannot serve as babysitters. No public place, including the library, can guarantee the safety of children.

For the safety and comfort of children, a responsible caretaker must accompany children under the age eight when they are using the library. This responsible individual must supervise, guide, and control the behavior of their charge or charges at all times.

If it is determined that a child is lost, left unattended, or is not accompanied by a caretaker at closing time, a staff member shall bring the child to the library staff member in charge who will attempt to identify and locate the responsible caretaker. If a responsible caretaker cannot be found, the child will be remanded to the care of the Wisconsin Rapids Police Department.

Approved by McMillan Memorial Library Board of Trustees, June 21, 2023.