

**PATRON CONDUCT POLICY**

In order to allow all patrons of the Grayslake Area Public Library District to use the library facilities to the fullest extent during its regularly scheduled hours, the Library Board of Trustees has adopted the following policies:

1. As outlined in the Safe Child Policy, parents and caregivers of children entering fourth grade or younger are responsible for the conduct of the children.
2. Patrons shall engage in activities associated with the use of a public library while in the building. Patrons not engaged in appropriate use of library materials or services may be required to leave the building.
3. Patrons may consume food in designated areas of the library. Exceptions may be granted by the Board of Trustees for a library, Friends of the Library or Library Foundation event. Covered, non-alcoholic beverages are permitted throughout the library.
4. Patrons shall not be under the influence of alcohol or drugs.
5. Patrons shall not engage in any illegal activity while on library property.
6. Patrons shall respect the rights of others and shall not engage in harassing or annoying behaviors.
7. Patrons shall not interfere with the use of the library by other patrons or interfere with library employees' performance of their duties.
8. Taking photographs and making video recordings or audio recordings of the staff, patrons or the library, is not allowed anywhere on library property except with the permission of the Person In Charge.
9. Any materials removed from the library must be checked out on a valid library card.
10. Patrons shall neither deface or mar items in any library collections nor damage or destroy library property.

11. Patrons shall not be permitted to enter the library without appropriate attire, including upper and lower body coverings and footwear. Swimwear is not considered appropriate attire. Patrons whose odor is offensive to others may be required to leave the building.

12. Each patron shall be responsible for any fines, fees, or other charges due in accordance with the library's standard schedules. Failure to pay these fines will result in suspension of borrowing privileges.

13. Patrons shall not bring pets or animals into the library. ADA-approved service animals are permitted.

Any person not abiding by these or other policies of the library may be required to leave the library premises. Library employees shall contact the Grayslake Police Department if deemed advisable.

Any person who repeatedly violates the library policies shall be denied the privilege of access to the library and the library's resources either by a Notice of No Trespass issued by the Grayslake Police and authorized by the Library Director or their designee or banning by the Library Board of Trustees, on recommendation of the Library Director. Any patron whose privileges have been denied may have the decision reviewed by the Board of Trustees.

Revised 8/13/96; Revised August 10, 2004; Revised June 13, 2006; Revised February 10, 2009; Revised June 13, 2017; Revised January 15, 2019.