

Code of Conduct

To allow all customers of the Otsego District Public Library to use its facilities to the fullest extent during regularly scheduled hours, the Library Board of Trustees has adopted the following rules and regulations:

1. Customers shall engage in activities associated with the use of a public library. Customers not reading, studying, using library materials, or participating in a library-related activity may be required to leave the building.
2. Customers shall respect the rights of other customers. Customers shall not harass or annoy others through noisy or boisterous activities, by staring at another person with the intent to annoy that person, by following another person about the building with the intent to annoy that person, by playing audio equipment so that others can hear it, by singing or talking loudly to others or in monologues, or by displaying print or nonprint materials of an offensive nature to others, or by behaving in a manner that can be reasonably expected to disturb others.
3. Customers shall not consume food or beverages, smoke or use tobacco or tobacco products.
4. Customers shall not be under the influence of alcohol or drugs.
5. Customers shall not engage in any illegal activity while in the library building.
6. Customers shall not interfere with the use of the library by other customers, or interfere with library employees' performance of their duties.
7. Customers shall not deface or mar library materials including books, magazines, newspapers, recordings or other items of the library collection. Nor shall they deface, mar or in any way destroy or damage library furnishings, walls, machines, or other library property.
8. Customers shall not enter the building without a shirt or shoes. Customers must wear a covering on their upper bodies and shoes or other footwear, excluding roller blades. Customers whose bodily hygiene is offensive so as to constitute a nuisance to other customers may be required to leave the building.
9. Customers shall not bring pets or animals into the library, other than service dogs.
10. Guns, weapons or guard dogs are not allowed in the library or on library property without prior written permission from the Library Director (Governmental law enforcement officers are exempt; private security guards are not exempt.)

11. Each customer 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 the suspension of borrowing privileges.
12. Any materials removed from the library must be checked out on a valid library card or through other standard library procedures such as interlibrary loan.
13. Any customer not abiding by these or other rules and regulations of the library may be required to leave the library premises and may forfeit their library privileges. Library employees will contact the police if deemed advisable.
15. The Library Board of Trustees may deny any customer who violates these rules and regulations the privilege of access to the library, on the recommendation of the Library Director. A customer whose privileges have been denied may have the decision reviewed by the Board of Trustees.