



DENTON PUBLIC LIBRARY

RULES OF CONDUCT

Effective February 2, 2007

Approved by the Denton Library Board, August 28, 2006
Last amended, September 22, 2016

POLICY STATEMENT: The Denton Public Library encourages people of all ages to visit the library. Those using the library and its resources have the right to expect a reasonably clean, safe and comfortable environment that supports appropriate library services. In order to protect these rights, the users of the Denton Public Library are expected to comply with the *Rules of Conduct* listed in this directive.

The *Rules of Conduct* applies to all library premises, including buildings, interior and exterior, and all grounds controlled and operated by the Denton Public Library. The *Rules of Conduct* applies to all individuals entering the library or who are on the library premises.

Any person who violates Rules 1-3 listed below while in or on library premises will be immediately reported to the appropriate law enforcement agency and will be ejected and issued a criminal no-trespass order from the Denton Police for all Denton Public Library premises.

Any person issued a no-trespass order who then re-enters any Denton Public Library location is subject to arrest. The prohibition from entering any Denton Public Library shall be effective from the issuance of the notice.

Any adult person issued a no-trespass order from either library staff or Denton Police is excluded from the library and shall lose all library privileges for a period of one year. Minor (teens 11-17) offenders may be excluded by use of a library trespass for periods of 30, 60, 90 days or six months as determined by library employees.

With approval by the Director of Libraries, persons who commit especially egregious offenses or exhibit an ongoing threat to the community may have a trespass notice extended for an additional year for a total of a two-year enforcement period.

The following are violations of the Library's Rules of Conduct:

1. Commits or attempts to commit any activity that would constitute a violation of any federal, state, or local criminal statute or ordinance.
2. Is under the influence of any controlled substance or intoxicating liquor.
3. Possesses, sells, distributes or consumes any alcoholic beverage, except as allowed at a library-approved event where the person is legally authorized to sell, distribute, or consume alcoholic beverages.

Any person who violates the following rules listed below while in or on library premises will be given one warning at the discretion of Library staff. If the person fails to adhere to the warning, then the person will be asked to leave the premises for the day. Subsequent offenses by that person may result in an issuance of a no-trespass order and immediate ejection and exclusion from all Denton Public Library premises.

4. Engages in conduct that disrupts or interferes with the normal operation of the library or that disturbs library staff or individuals. Such conduct includes, but is not limited to, disregard of staff directives, abusive or threatening language or gestures, unreasonably loud or boisterous physical behavior, talking or noise;
5. Intentionally destroys, damages, or defaces any library or other individual's property;
6. Solicits, petitions, distributes written materials or canvass for political, charitable or religious purposes in the Library building, including the doorway or vestibule of any such Library building or in a manner on the library premises that unreasonably interferes with or impedes access to the library;
7. Brings in articles that create a hazard for other library customers by their size, condition or substance;
8. Fails to maintain control of personal items or by leaving items unattended, allowing items to block access to Library walkways, materials or equipment, or by allowing items to interfere with a library staff member or individual's use of the library;
9. Personal possessions (except for bicycles) may not be left unattended outside the library building. If sitting outside, a customer must keep their possessions with them in a neat, orderly or contained manner.
10. Personal possessions such as grocery bags, trash bags, backpacks, bedrolls, shopping bags and carts, and luggage left outside the Library facilities are subject to **disposal**.

11. Uses, stores or parks bicycles, skates, roller blades, skateboards, motorized or non-motorized scooters and shopping carts (except for motorized ADA assistive devices, wheelchairs, walkers, and strollers) in or on library premises. Bicycles must be parked in designated areas;
12. Operates roller skates, skateboards or other similar devices inside library buildings, including, but not limited to, vestibules or covered doorways;
13. Interferes with the free passage of library staff or customers in or on the library premises;
14. Smokes, uses tobacco products or electronic smoking devices in or on library premises;
15. Brings animals in or on library premises, other than those assisting customers with disabilities or for the purpose of Library approved events or programs.
16. Violates the library's Internet and Computer Use Policy. Certain violations of the library's Internet and Computer Use Policy may also be a violation of Rule of Conduct #1;
17. Sleeps, or gives the appearance of sleeping, in or on library premises;
18. Improperly uses library restrooms, including but not limited to, washing or drying clothes, bathing or shaving;
19. Lying down and sleeping on library property, having feet on furniture or blocking aisles, exits or entrances;
20. Moves library furniture from where it is placed by library staff;
21. Uses equipment at a volume that disturbs others;
22. Leaves one or more children under the age of eight (8), who reasonably appear to be unsupervised or unattended, anywhere in or on library premises;
23. Fails to wear shoes or shirts at all times on library premises. Exceptions will be made for children under the age of three (3) years old;
24. Solicits money or donations in or on Library premises without prior permission from the library;
25. Sells merchandise or services in or on Library premises without prior permission from the library;
26. Uses photography, film, or television equipment in or on library premises without prior permission from the library.

27. Any individual whose bodily hygiene is offensive so as to constitute a significant nuisance to other persons will be required to leave the building until such time as the condition is corrected.

Procedure for Appeals

Persons may request a review of a library issued no-trespass order based on the following procedures. An appeal must be submitted in writing to the Library Ejection/Trespass Review Committee as visits in person to any DPL location are prohibited.

The written appeal must be received at the following address within 30 days of the date the notice is issued. **This appeal process shall only apply to any no-trespass notice issued by a library employee and shall not apply to a criminal trespass notice issued by a police officer.**

Denton Public Library
Ejection/Trespass Review Committee
502 Oakland Street
Denton, TX 76201

The appeal must include an address at which the library may correspond with the individual making an appeal. The Review Committee, comprised of members of the Denton Library Board, will review timely filed appeals at their regularly scheduled meeting, and make a recommendation to the Director of Libraries, who will respond in writing within 60 days of the receipt of the appeal.