

Code of Conduct Policy
Logansport-Cass County Public Library
Adopted by Board of Trustees – July 15, 2014

The Logansport-Cass County Public Library makes every effort to accommodate and serve people of every background, opinion, socio-economic status, appearance and lifestyle. However, we are also fully justified in requiring certain standards of behavior, decency, respect and decorum from those who use our facilities or other library property.

The Code of Conduct Policy is designed to protect the rights of individuals who are in the library or use library materials and/or services, to protect the rights of staff members to conduct library business without interference, and to preserve and protect library materials and facilities.

1. Food and beverages are permitted in library facilities except around computer keyboards or in other areas specifically designated by the library director.
2. Bicycles, scooters, skateboards and similar vehicles must be left outside the library facilities. Bicycles, scooters, skateboards and similar vehicles are not allowed to be ridden or parked on library sidewalks, walking areas, or near facility entryways.
3. Animals are not allowed in library facilities, except for service dogs and animals involved in library programs.
4. Panhandling, soliciting, selling or other activities that result in the disruption of library patrons or library operations are prohibited.
5. Circulating petitions, conducting interviews or surveys, or similar activities are prohibited on all library property.
6. Individuals may not abuse or damage library furniture or equipment, either deliberately or through misuse.
7. Individuals who are under the influence of an alcoholic beverage or drug to the extent that their normal faculties are impaired, and/or that they endanger the safety of another person, jeopardize property or create a disturbance, are not permitted on library property.
8. Individuals may not disturb the public peace and quiet by loud or aggressive, boisterous, abusive, profane, or harassing language or behavior.
9. Individuals must obey all other library policies including this Code of Conduct Policy, and will be subject to the penalties prescribed for violations of such policies.

First offense: One verbal warning

Second offense: The violator will be excluded from library property for the remainder of the day.

Third offense: The violator will be excluded from library property for one month.

Fourth offense: The violator will be excluded from library property for one year.

Additional violations may lead to the exclusion from library property for an indefinite period of time. The library works closely with law enforcement regarding persons who commit acts that may be subject to prosecution. Persons who damage library property will be required to make monetary restitution, as determined by the library director.