

**POLICY 610**  
**PATRON CODE OF CONDUCT**

The Lisle Library District (LLD) is committed to providing quality materials, resources, programs and services to the community in a safe and secure environment. To achieve this, patrons must act in a partnership to ensure that everybody can experience a safe, clean, pleasant and productive environment for study, research, information, and enrichment.

**Regulations:**

1. Any act or conduct in violation of federal, state, or local laws, ordinances, or Library regulations is prohibited on LLD property.
2. Behavior which may disturb others or interfere with their rights to use the Library is prohibited. Examples include, but are not limited to: hitting, shoving, harassment, indecent exposure, loud voices, smoking, vaping, solicitation, proselytization, invasion of privacy, loitering, profanity, prolonged staring, intimidation, and/or threats.
3. The use and/or possession of weapons or any other objects that can reasonably be considered as weapons is prohibited.
4. Food may not be consumed in the Library with the exception of designated areas, at Library-sanctioned events, or in meetings where prior permission has been granted. All beverages must have a lid.
5. Possession or consumption of alcoholic beverages while on LLD property is prohibited, as is entering the Library in a state of intoxication. Consumption/use of cannabis products while on LLD property is prohibited. Any inebriated behavior, whether via legal, prescriptive, or illegal means, may prompt a call to the appropriate local authority/agency.
6. Personal property may not be left unattended. The Library/staff is not responsible for personal property. Staff may call local authorities to remove unattended property from the facility/campus.
7. Patrons are required to comply with the reasonable request/s of a Library staff member.
8. Proper attire which conforms to the standards of the community for public, non-recreational, spaces is required; such as wearing tops, bottoms, and shoes.
9. Pervasive, offensive odors that affect other patrons' use of the Library will be addressed. Staff may request that patrons change locations within the facility, or depending on severity, may be asked to leave the building.

10. Wheeled sporting equipment such as bicycles and scooters may not be used or stored in the Library, nor obstruct external doors or use of the Library.
11. Theft, tampering, defacement, or destruction of Library materials, equipment, or furnishings is prohibited. Graffiti/tagging is prohibited, as is posting unauthorized flyers, signs, stickers, or other like materials in or around the LLD facility. Vandalism, anywhere on LLD property, is prohibited and proper authorities shall be notified.
12. Patrons shall treat Library equipment and furniture with care. Equipment/furniture include, but are not limited to: a mouse, keyboard, chair, table, or monitor. Mishandling or abuse of equipment or furniture may result in a loss of equipment/furniture use privileges.
13. Patrons are not allowed to use the Library for personal care activities such as sleeping, bathing, shaving, or storage of personal items.
14. Animals may not be left unattended on LLD property. The LLD complies with the Service Animal Access Act (SAAC, 720 ILCS 5/48-8). Service animals must be under the control of a handler. If a service animal behaves unacceptably, staff may ask the patron and animal to leave the premises. Uncontrolled barking, jumping on other people, or running away from the handler are examples of unacceptable service animal behavior.
15. Selling, soliciting, or requesting donations/money is not allowed on LLD property with the exception of Library-sanctioned activities.
16. Circulating petitions, surveys, distributing/posting literature, dispensing items/food, or campaigning is not allowed inside the building with the exception of Library-sanctioned activities. Outside the building, such activities may be conducted at least 15 feet away from the entrances of the building. These activities may not disrupt LLD operations, impede people from entering or leaving, create unsafe traffic patterns on the sidewalks or in parking lots, or imply LLD sponsorship or endorsement. Persons circulating petitions, surveys, or literature may not place tables, tents, or chairs (excluding assistive chairs) on LLD property. Persons circulating petitions, surveys, or literature may not post signs on LLD property. Patrons may not be harassed, threatened, or coercively detained by persons distributing literature or seeking signatures.
17. Materials viewed on electronic/digital devices while in the Library should be appropriate for a public environment. Patrons must also abide by the LLD Internet Access and Public Computer Use Policy 340.

18. Commercial/profit-making photography, video, or audio recording while on LLD property is prohibited without prior permission from the Library Director.
19. Library staff members are not responsible for the supervision of children except when they are participating in a designated Library event. A caregiver must remain in the Library if a child is below the age of eight. Children must be eight years and above and mature enough to be unsupervised to use the Library independently. Younger children should remain in the line of sight of their caregiver. A caregiver must be at least 14 years of age.
20. The LLD does not serve in lieu of parents/guardians, and parents/guardians are responsible for a minor's behavior whether or not parents/guardians are present.
21. Cell phones, electronic/digital devices, loud conversations, or other disruptive digital noises should not disturb other patrons; this includes having device on speaker setting.
22. Patrons must leave the LLD property at closing time or as directed by Library staff.
23. Bags may be inspected with probable cause.

The Illinois Local Library Act authorizes the Board of Trustees and designees to *"...exclude from the use of the Library any person who willfully violates an ordinance or regulation prescribed by the Board."*

Failure to follow the LLD Patron Code of Conduct may result in documentation of the incident, a warning/s concerning the behavior, immediate expulsion from the Library or banning for a designated length of time dependent upon the severity of the offense.

The Lisle Police or other authorities may be called to assist staff when it is deemed necessary. The Library Director or designee may issue a written response to a violation of the LLD Patron Code of Conduct.

Approved 7/11/12  
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