



## Code of Conduct

To provide a pleasant and safe environment conducive to study as well as casual use, the Muskego Public Library Board of Trustees adopted this Code of Conduct. All conduct materially disrupting use of Library facilities, collections, or services or behavior defined as unacceptable is prohibited. Patrons are requested to report disruptive behavior to staff, rather than correcting others on their own.

### Examples of disruptive or unacceptable behaviors include, but are not limited to:

- Any illegal activity.
- Engaging in loud conversation or rowdy behavior.
- Fighting or abusing Library patrons or staff.
- Using offensive, threatening, harassing, or abusive language or gestures to patrons or staff.
- Harassment, which may include unwanted conversations with other individuals, constantly staring at or following another person.
- Loitering on Library premises, or impeding Library access for others.
- Entering an unauthorized area, remaining in the Library after closing or when requested to leave during emergency situations.
- Damaging, defacing, or misusing Library materials, equipment or facilities.
- Relocating Library furniture or equipment without the permission of Library staff.
- Failure to properly dispose of all trash or failure to remove all traces of food and drink.
- Smoking, tobacco, and electronic cigarette use, and possession or use of alcoholic beverages.
- Shaving, bathing, or laundering clothes in public restrooms.
- Not wearing shirts or shoes.
- Personal hygiene which disrupts others from using Library facilities, collections, or services.
- Prolonged or chronic sleeping.
- Use of electronic devices that disrupt others.
- Soliciting or providing commercial goods or services on Library property, except within one of the Library's meeting rooms in the course of a qualifying use of the room.
- Soliciting donations, distributing literature, or collecting petition signatures inside the building, except within one of the Library's meeting rooms in the course of a qualifying use of the room.
- Pets, except service animals, brought into the Library or left unattended on Library property.
- Using skateboards, scooters, rollerblades, and/or similar toy/sport items on Library property.

**Code of Conduct violations may be punished by temporary removal or permanent ban of the violator from the Library at its sole discretion.**

**Any person banned from the Library via staff directive may request a hearing on the propriety of said ban before the Library Board at its next regularly scheduled meeting.**

**Adopted by the Board of Trustees of the Muskego Public Library on April 19, 2016.**