



# MORTON GROVE PUBLIC LIBRARY

6140 Lincoln Avenue, Morton Grove, IL 60053-2989 • 847-965-4220 • [www.mgpl.org](http://www.mgpl.org)

## Patron Code of Conduct

The purpose of the Morton Grove Public Library Patron Code of Conduct is to maintain a safe and pleasant environment for all library patrons. It also ensures access to library facilities, the safety of users and staff, and the protection of the library collection, equipment and facility. The enforcement of these rules shall be at the sole discretion of the Library Director and/or library staff.

Patrons have the responsibility to use the library in a manner that a) does not interfere with the rights of other individuals to use library materials, resources, and services; b) does not limit the ability of library staff to conduct library business; and c) does not threaten the secure and comfortable environment of the library.

Prohibited conduct includes, but is not limited to, the following:

- Any act or conduct in violation of federal, state, or local law, ordinance or regulations.
- Any act or conduct in violation of library rules or policies which constitutes a nuisance to other library patrons and staff.
- Behaving in a loud, boisterous or disruptive manner. Fighting or threatening to fight, running, pushing, shoving or throwing things.
- Use of sports equipment unless part of a planned program.
- Use of a cell phone or other electronic device(s) in a manner that is disruptive.
- Verbally or physically threatening or harassing other patrons, volunteers, or staff, including stalking, staring at, following, taking unwanted photographs, making suggestive or unwanted remarks, and/or offensive touching.
- Consumption of alcohol or controlled substances, being intoxicated.
- Smoking, the consumption or use of any and all tobacco-derived or tobacco containing products, and vaping except in specifically designated outdoor areas as required by Illinois statute.
- Sleeping in the library.
- A shirt must be worn at all times, bare feet or being otherwise attired as to constitute a nuisance to other library patrons and staff is prohibited.
- Offensive odors or scents from self, personal belongings or food items that constitute a nuisance to other patrons or staff.

- Defacing, marring, or damaging library materials, furnishings, equipment or facilities, or using furniture or equipment in a manner that could cause harm to self, patrons, or staff, or personal or public property.
- Soliciting, petitioning, canvassing, posting notices, fundraising, or selling on library property unless authorized by the Library Director or his/her designee.
- Impeding access to the building or an area of the building or blocking book stack aisles for extended periods of time.
- Bringing animals into the library, except service animals.
- Leaving unattended personal items in the building. The Library assumes no responsibility for lost, stolen, or unattended personal items. Unattended or suspicious items may be removed from the premises without notice. All bags, containers and other articles are subject to inspection.

Illinois law (75 ILCS 5/4-7(11)) authorizes the Library Board of Trustees to 'exclude from the use of the library any person who willfully violates an ordinance or regulation prescribed by the board.' Failure to abide by the Morton Grove Public Library Patron Code of Conduct may result in loss of library privileges for determinate or indeterminate periods of time at the discretion of the Library Director or his/her designee. Any patron whose privileges have been denied may have the decision reviewed by the Library Board of Trustees upon written request.